

Clinical Translational Research Coordinator at VUMC

The Vanderbilt University Medical Center Department of Psychiatry and Behavioral Sciences is seeking to hire a full-time clinical research coordinator to support ongoing clinical research efforts in teen suicide risk detection and parent-focused intervention. The research coordinator will assist with two active NIMH funded research studies using a broad range of methodologies, including EEG assessments, clinical interviews, and surveys, as well as intervention development and testing methodologies. The research coordinator will be responsible for supporting in-person recruitment efforts in the psychiatric hospital and emergency department, coordinating with clinical teams and potential research participants across settings.

Duties and responsibilities:

- Data collection and management;
- Clinical interviewing;
- Participant recruitment, retention, and payment;
- Supervision of undergraduate lab members;
- IRB submissions and management;
- Coordinating with other lab members as well as VUMC faculty and clinical staff;
- Coordinating with participants and their families;
- There may also be opportunities for data analysis, presenting at conferences, and preparing manuscripts for publication.

Required qualifications:

- Bachelor's degree;
- Strong organizational, communication, and writing skills;
- Strong interpersonal skills and ability to work well in an interdisciplinary setting;
- Experience with data management and statistical software is preferred but not required;
- Experience in clinical research settings is also preferred.

This position is ideally suited for those interested in continuing on to graduate-level programs in clinical psychology. To apply, please complete an application in [My Work Day](#) here (note that the job description provided in My Work Day is a general description for a clinical translational research coordinator role; please refer to the details above for information about this position). If you have any trouble with the application link, please email restlab@vumc.org with your CV and a cover letter. Review of applications will begin immediately and will continue until the position is filled.