

**Seaver Autism Center Research Coordinator
Job Description / Primary PIs: Schiller, Foss-Feig**

The full-time research coordinator's primary responsibilities will include:

- Subject recruitment, screening, and scheduling for children, adolescents and adults with misophonia, autism spectrum disorder, and other disorders, as well as typically developing controls
- Acquiring brain imaging (EEG, MRI) and eye-tracking data in patient and control populations, including both operating hardware and software and managing participant behavior and comfort to optimize data quality during sessions
- Testing participants with standardized behavioral assessments (e.g., neuropsychological testing, sensory assessment batteries, self-report and caregiver questionnaires)
- Developing and piloting experimental stimuli and program code
- Managing and analyzing behavioral and imaging datasets
- Preparing and maintaining IRB protocols
- Collaborating with other research coordinators and investigators at the Seaver Center and within the broader Mount Sinai community to engage families in multiple studies and creating an organized participant flow and coordinated research experience
- Recruiting and supervising undergraduate interns in assisting with data management
- Assisting with grant preparation and submissions

Additional opportunities in which the research coordinated will be expected to participate:

- Seaver Seminar Series and events (<http://icahn.mssm.edu/research/seaver/events>)
- Grand Rounds and other community lectures
- Observations of clinical assessments by psychiatrists and psychologists, including standardized autism assessments, psychiatric interviews, and medical histories
- Conference abstract submissions and presentations
- Secondary analysis of existing EEG, fMRI, and behavioral data sets for publication
- Manuscript preparation and submission

Interested applicants should possess a Bachelor's degree; have a strong background in psychology, neuroscience, biological sciences, study methodology, and statistics; have experience working in clinical settings; have a strong interest in research; be highly familiar and comfortable with widely available computer programs; be interested in learning about etiology and treatment of psychiatric and neurodevelopmental disorders; and be able and willing to work with psychiatric patients and their families in a professional and compassionate manner.

Ideal position start date: December 2021

Interested applicants should send a CV to sarah.banker@icahn.mssm.edu