

Lab Manager at Georgetown University

Located in a historic neighborhood in the nation's capital, Georgetown offers rigorous academic programs, a global perspective, exciting ways to take advantage of Washington, D.C., and a commitment to social justice. Our community is a tight knit group of remarkable individuals interested in intellectual inquiry and making a difference in the world.

Requirements

Lab Manager, Community Research Group - Psychology Department - Georgetown University College of Arts & Sciences

The Community Research Group is the research and action laboratory of Dr. Jennifer Woolard. Located in the Psychology Department, Georgetown College and Georgetown University, our group hosts a variety of research projects that focus on the ways that individuals and families interact with systems in communities. Our Center for Research on Adolescence, Women, and the Law specifically concentrates on systems of care and control - that is, how teens and their parents work with the juvenile and criminal justice systems and schools, among others. The Lab's current projects focus on access to justice in civil and criminal proceedings, the use of video in criminal and immigration legal proceedings, and family support and engagement with child-serving systems.

Job Overview

The Lab Manager, reporting to Dr. Woolard and interacting with undergraduate research assistants, graduate students, volunteer research assistants, and community partners/participants, had responsibilities that include but are not limited to:

- Manages the day-to-day lab operations
- Recruits study participants
- Administers data collection, including archival, observations and interviews in court settings
- Manages Institutional Review Board (IRB) protocol

The Lab Manager is located in White Gravenor building, and also spends time in the D.C. metropolitan area at various courts, organizations, and community locations.

Qualifications

- High School diploma education or equivalency
- 0-2 years of related experience
- Experience working in a research setting
- Research interest in community psychology, psychology and law, and/or developmental psychology on legal systems, adolescent development, and access to justice
- Excellent organizational and communication skills and ability to work independently

Preferred qualifications

- B.A. or B.S. in Psychology or related field

- 1 to 2 years of related experience [note: consideration will be given to an equivalent combination of education and work experience]

Work Mode: On Campus. Please note that work mode designations are regularly reviewed in order to meet the evolving needs of the University. Such review may necessitate a change to a position's mode of work designation. Complete details about Georgetown University's mode of work designations for staff and AAP positions can be found on the Department of Human Resources [Mode of Work Designation](#).

Current Georgetown Employees:

If you currently work at Georgetown University, please exit this website and login to GMS (gms.georgetown.edu) using your Net ID and password. Then select the Career worklet on your GMS Home dashboard to view Jobs at Georgetown.

Submission Guidelines:

Please note that in order to be considered an applicant for any position at Georgetown University you must submit a cover letter and resume for each position of interest for which you believe you are qualified. These documents are not kept on file for future positions.

Need Assistance:

If you are a qualified individual with a disability and need a reasonable accommodation for any part of the application and hiring process, please click [here](#) for more information, or contact the Office of Institutional Diversity, Equity, and Affirmative Action (IDEAA) at 202-687-4798 or ideaa@georgetown.edu.

Need some assistance with the application process? Please call 202-687-2500. For more information about the suite of benefits, professional development and community involvement opportunities that make up Georgetown's commitment to its employees, please visit the Georgetown Works [website](#).

EEO Statement:

Georgetown University is an [Equal Opportunity/Affirmative Action Employer](#) fully dedicated to achieving a diverse faculty and staff. All qualified applicants are encouraged to apply and will receive consideration for employment without regard to race, color, religion, national origin, age, sex (including pregnancy, gender identity and expression, and sexual orientation), disability status, protected veteran status, or any other characteristic [protected by law](#).

Benefits:

Georgetown University offers a comprehensive and competitive benefit package that includes medical, dental, vision, disability and life insurance, retirement savings, tuition assistance, work-life balance benefits, employee discounts and an array of voluntary insurance options. You can learn more about benefits and eligibility on the [Department of Human Resources website](#).

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