

## Laboratory Manager at Indiana University Bloomington

Job ID: 299518

Location: Bloomington, Indiana

Full/Part Time: Full-Time

Regular/Temporary: Regular

### Department

PSYCHOLOGICAL & BRAIN SCIENCES (BL-PSY-IUBLA)

### Department Information

The [Clinical and Cognitive Neuroscience Center](#) (CCNC) seeks a Laboratory Manager to assist in the day-to-day activities of 2 federally funded neuroimaging studies. The CCNC focuses on schizophrenia spectrum, substance use, and autism spectrum disorders. The center is within the [Department of Psychological and Brain Sciences](#) at Indiana University Bloomington and is led by professors William Hetrick, Krista Wisner, & Brian O'Donnell. Primary responsibilities include participant recruitment and symptom, cognitive, and neuroimaging assessment. The successful applicant will join our vibrant and versatile lab team, in exploring cerebral and cerebellar contributions to behavioral deficits in temporal processing, classical conditioning, motor coordination, proprioception, linguistic cohesion, affective facial processing, interoception, stress responsivity, and decision-making. Methodologies currently employed include behavioral tasks, self-report, electrophysiology (EEG/EMG/EDA/ECG), neurostimulation (transcranial direct current stimulation), and magnetic resonance imaging (structural MRI, functional MRI, diffusion-weighted imaging, resting state functional connectivity, and magnetic resonance spectroscopy).

This position is ideal for a candidate interested in gaining hands-on experience before pursuing doctoral training in psychology, medicine, neuroscience, or a related field.

The College values diversity, equity, and inclusion as a core strength and essential element in the success of its educational mission. For full diversity statement, click [here](#).

### Job Summary

#### Department-Specific Responsibilities

- Recruits and assess research participants.

#### General Responsibilities

- Responsible for the initiation, monitoring, completion, and reporting of routine to moderately complex research studies.
- Organizes and implements data review and analysis.
- Oversees the proper handling of laboratory specimens including processes, shipping, storage, and documentation and transfer to designated central laboratories.
- Conducts data quality assurance practices.
- Prepares research summaries and assists in progress report development.
- Maintains laboratory work areas and supply inventory.

### Qualifications

#### EDUCATION

##### Required

- Bachelor's degree in science or health-related discipline.

#### SKILLS

##### Required

- Proficient communication skills.
- Maintains a high degree of professionalism.
- Demonstrated time management and priority setting skills.
- Demonstrates a high commitment to quality.
- Possesses flexibility to work in a fast paced, dynamic environment.
- Highly thorough and dependable.

##### Preferred

- Able to work in and around 3 Tesla MRI.
- Familiarity with SPSS, Qualtrics, and/or RedCap, Excel, Word, PowerPoint.
- Familiarity with neurophysiological assessment methods, such as MRI, EEG, and/or EMG.
- Familiarity with semi-structured interview, such as the SCID and ADOS.
- Familiarity with symptoms associated with psychiatric presentations.

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### **Working Conditions / Demands**

The role regularly requires the ability to effectively communicate. The role frequently requires the ability to move about the work environment and to position oneself to operate laboratory equipment effectively. The role requires the ability to move objects weighing up to 25 pounds and will occasionally work near moving mechanical parts, including an MRI. The person in this role must be able to perform the essential functions with or without an accommodation.

### **Work Location**

Bloomington, Indiana

### **Advertised Salary**

\$15.01 per hour - \$19.40 per hour

### **Job Classification**

Career Level: Intermediate

FLSA: Nonexempt

Job Function: Research

Job Family: Laboratory Research

[Click here to learn more about Indiana University's Job Framework.](#)

### **Posting Disclaimer**

Due to the COVID-19 pandemic, there may be differences in the working conditions as advertised in our standard job postings (e.g., the ability to travel from one campus to another, etc.). If you are invited for an interview, please discuss your questions or concerns regarding the working conditions at that time.

This posting is scheduled to close at 11:59 pm EST on the advertised Close Date. This posting may be closed at any time at the discretion of the University, but will remain open for a minimum of 5 business days. To guarantee full consideration, please submit your application within 5 business days of the Posted Date.

If you wish to include a cover letter, you may include it with your resume when uploading attachments.

**New employees will be provided with information regarding Indiana University's COVID-19 vaccine policy, which includes the opportunity to request an exemption. To learn more, view our [COVID-19 vaccine information page](#).**

### **Equal Employment Opportunity**

Indiana University is an equal employment and affirmative action employer and a provider of ADA services. All qualified applicants will receive consideration for employment based on individual qualifications. Indiana University prohibits discrimination based on age, ethnicity, color, race, religion, sex, sexual orientation, gender identity or expression, genetic information, marital status, national origin, disability status or protected veteran status. Indiana University does not discriminate on the basis of sex in its educational programs and activities, including employment and admission, as required by Title IX. Questions or complaints regarding Title IX may be referred to the U.S. Department of Education Office for Civil Rights or the university Title IX Coordinator. [See Indiana University's Notice of Non-Discrimination here which includes contact information.](#)

### **Campus Safety and Security**

The Annual Security and Fire Safety Report, containing policy statements, crime and fire statistics for all Indiana University campuses, is [available online](#). You may also request a physical copy by emailing IU Public Safety at [iups@iu.edu](mailto:iups@iu.edu) or by visiting IUPD.

**Apply Here:** [https://urldefense.proofpoint.com/v2/url?u=https-3A\\_hrms.indiana.edu\\_psc\\_PH1PRD-5FPUB\\_EMPLOYEE\\_HRMS\\_c\\_HRS-5FHRAM-5FFL.HRS-5FCG-5FSEARCH-5FFL.GBL-3FPage-3DHRS-5FAPP-5FJBPST-5FFL-26Action-3DU-26FOCUS-3DApplicant-26SiteId-3D1-26JobOpeningId-3D299518-26PostingSeq-3D1&d=DwMF-g&c=WO-RGvefibhHBZq3fL85hQ&r=Z3KKqVIPHDs6Dk3ckt1G3jocar1ZCRAdcukqCWHFih4&m=QpcygEH44pCpRwMi1ICvVh1lk\\_QW7Sisibfmj1-jzf6n5TkiHc2qJ9c\\_cxrSnFZN&s=temG6ZTfAFMI7UkeEUq4N6g59b3A\\_n1iNTqtHg-jT7s&e=](https://urldefense.proofpoint.com/v2/url?u=https-3A_hrms.indiana.edu_psc_PH1PRD-5FPUB_EMPLOYEE_HRMS_c_HRS-5FHRAM-5FFL.HRS-5FCG-5FSEARCH-5FFL.GBL-3FPage-3DHRS-5FAPP-5FJBPST-5FFL-26Action-3DU-26FOCUS-3DApplicant-26SiteId-3D1-26JobOpeningId-3D299518-26PostingSeq-3D1&d=DwMF-g&c=WO-RGvefibhHBZq3fL85hQ&r=Z3KKqVIPHDs6Dk3ckt1G3jocar1ZCRAdcukqCWHFih4&m=QpcygEH44pCpRwMi1ICvVh1lk_QW7Sisibfmj1-jzf6n5TkiHc2qJ9c_cxrSnFZN&s=temG6ZTfAFMI7UkeEUq4N6g59b3A_n1iNTqtHg-jT7s&e=)