

## Application for Lab Manager (Research Specialist I)

The Department of Psychology at Princeton University is seeking a full-time lab manager to help found Dr. Erik Nook's new laboratory. The lab's research will integrate behavioral, developmental, psycholinguistic, and neuroscientific approaches to advance both basic and translational understanding of human emotion. This is a one year term position with the possibility of renewal contingent upon continued funding and satisfactory performance. Start date is negotiable but will ideally start July, 2022. Along with your application, please submit (i) a current CV and (ii) a cover letter that describes your prior relevant experiences and future academic/research goals. Please also provide contact information for at least 2 references. Contact Dr. Erik Nook ([enook@princeton.edu](mailto:enook@princeton.edu)) with additional questions. Submissions will be reviewed on a rolling basis, with priority given to submissions received before March 15, 2022. Applications can be submitted to [https://research-princeton.icims.com/jobs/13960/research-specialist-i/job?in\\_iframe=1](https://research-princeton.icims.com/jobs/13960/research-specialist-i/job?in_iframe=1).

### *Responsibilities*

The successful candidate will assist with founding and managing the lab, as well as all aspects of conducting research, including:

- Building lab infrastructure (e.g., purchasing, setting up computers and other hardware, developing internal data storage systems, developing lab manual)
- Conducting research (e.g., writing IRBs, recruiting participants in the Princeton community, collecting behavioral/neuroimaging/developmental/online data, analyzing data, and sharing results through papers, posters, and talks)
- Supporting lab research (e.g., assisting other lab members with literature searches, study design, stimuli preparation, data collection, analyses, manuscript and grant preparation)
- Building and supporting lab community (e.g., facilitating lab communication and organizing lab events)
- Hiring and managing a team of undergraduate research assistants

### *Qualifications*

- Essential Qualifications
  - A bachelor's degree in psychology, sociology, education or relevant social science field
  - Excellent organizational, interpersonal, and communication skills
  - Ability to communicate effectively with others (e.g., adult and child participants, families, other researchers)
  - Be detail-oriented, motivated, efficient, and able to work independently
  - Be able to occasionally work nonstandard hours (e.g., evenings, weekends), depending on participant availability
  - The final candidate must successfully pass a background check and approval by Princeton Human Resources
- Preferred Qualifications
  - Proficiency with statistical and programming languages/software (e.g., SPSS, R, Matlab, java, python)
  - Prior experience conducting empirical research on questions related to the lab's research focus

- Prior experience managing others and building community

Princeton University is an Equal Opportunity/Affirmative Action Employer and all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity or expression, national origin, disability status, protected veteran status, or any other characteristic protected by law.