

**APPLY HERE:** <https://tinyurl.com/4dzctvks>

**MCLEAN HOSPITAL**

**JOB TITLE:** CLINICAL RESEARCH ASST I    **FLSA:** Non-Exempt

**GRADE:** 500

**JOB CODE:** 951

**REPORTS TO:** Principal Investigator

**DEPARTMENT:** RESEARCH

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**GENERAL SUMMARY/ OVERVIEW STATEMENT:** Summarize the nature and level of work performed.

A full-time **Research Assistant (RA)** position is available within McLean Hospital's **Treatment & Etiology of Depression in Youth Laboratory** (<https://WebbsLab.com>), directed by **Christian Webb, PhD** (Associate Professor, Harvard Medical School). The lab is part of the Center for Depression, Anxiety and Stress Research (co-directed by Dr. Webb), which is devoted to the study of depression, anxiety, and related conditions (<http://cdasr.mclean.harvard.edu>). Our lab uses a multimodal approach (smartphone-delivered ecological momentary assessment, passive smartphone and wearable sensor data, laboratory-based experiments, EEG, fMRI, and clinical interviewing) to investigate the causes of depression in adolescents, as well as predictors and mechanisms of change in psychotherapeutic and smartphone-delivered interventions for depression. As a member of our scientific team, you will work closely fellow research assistants, postdoctoral fellows, and Dr. Webb. You will gain hands-on experience with recruiting and screening both healthy and depressed teens and adults, as well as conducting experimental procedures with them. See lab website (<https://WebbsLab.com>) for examples of our recent and ongoing research.

**PRINCIPAL DUTIES AND RESPONSIBILITIES:** Indicate key areas of responsibility, major job duties, special projects, and key objectives for this position. These items should be evaluated throughout the year and included in the written annual evaluation.

May be responsible for the following activities:

Initiates and maintains contact with study participants. Responsible for screening applicants, ensuring they meet appropriate criteria, and making an independent judgment as to the suitability of their participation. Coordinates study visits with adolescents and/or adults. Conducts behavioral and neuroimaging (e.g., fMRI) experiments. Works with ecological momentary assessment (EMA) and digital phenotyping devices (smartphones, smartwatches, and smart rings) and associated data.

Working in concert with the Principal Investigator and other staff develops and implements patient recruitment strategies.

Develops, organizes, and/or maintains the study database. Responsible for data validation and quality control, as well as preliminary statistical analyses.

In conjunction with the Principal Investigator, develops and implements new research protocols including design, and data collection systems.

Performs literature searches, as appropriate.

Assists Principal Investigator with preparation for the presentation and written published articles.

Assist with monitoring the laboratory budget, including ordering equipment.

Maintains inventory and orders supplies when necessary.

Prepares IRB submission and compliance with regulatory agencies.

Assists in maintaining Principal Investigator's schedule.

Will be involved in most aspects of the research, with the opportunity to be a co-author on abstracts and papers.

All other duties as assigned.

For applicants with at least one year of directly related research experience and demonstrated competence in research techniques and methodologies: Trains and oversees new staff or more entry-level staff. May serve as a team leader or in a supervisory capacity in a smaller area.

**SKILLS/ABILITIES/COMPETENCIES REQUIRED:** Must be realistic, objective, measurable and related to essential functions of this job.

- Excellent interpersonal skills are required for working with the study participants.
- Excellent oral and written communication skills.
- Knowledge of clinical research protocols.
- Knowledge of computer programs, databases, etc.
- Excellent organizational skills and ability to prioritize a variety of tasks.
- Careful attention to detail.
- Commitment to professional behavior in all capacities, and respect for participants' rights. Awareness of the responsibilities associated with collecting and storing research data from participants.
- Experience with statistical analyses and coding software (R, Python) helpful but not required.

## QUALIFICATIONS

BS OR BA in Psychology, Neuroscience, or related fields. New graduate with relevant course or project work.

Please see the information below-regarding application materials.

**GUIDANCE ON SUBMITTING APPLICATION MATERIALS:**

Applicants applying to TEDY should submit:

- A CV/resume (see link below for resources)
- A cover letter (one, single-spaced page) addressing:
  - Your interest in research
    - Try to be as specific as possible about why you want to work with this lab
    - E.g., What was it about this lab, in particular, that drew you to apply?
  - Future goals/how this job can help you achieve these goals
  - Previous relevant experience (i.e., research, clinical, research, and/or organizational leadership roles, etc.)
  - Optional (but could be helpful at further contextualizing your background)
    - Relevant coursework (optional)
    - Anything else you would like us to know about you?

**WORKING CONDITIONS:** Describe the conditions in which the work is performed.

*Each department should include working conditions specific to the position. Please also include any specific physical requirements (i.e. lifting, bending, etc.).*

The Principal Investigator named below agrees that the duties as described by this job description are being performed by the incumbent named below.

\_\_\_\_\_ Date of Hire: \_\_\_\_\_  
(Name of New Hire)

\_\_\_\_\_ Today's Date: \_\_\_\_\_  
(Signature of New Hire)

\_\_\_\_\_ Today's Date: \_\_\_\_\_  
(Principal Investigator)