

Research Assistant

Job no: 496521

Work type: Postdoc / Research / Fellow

Location: Denver, CO

Categories: Research

About the University of Denver

Located where the Great Plains meet the Rocky Mountains, the University of Denver embodies the spirit of exploration and discovery that defines our region and our history. DU is a private institution built on exploration through research and collaboration among educators, students, and local and global communities. With nationally recognized academic programs, a history of widespread influence, a forward-looking vision for a 21st-century education, and a deep commitment to promoting inclusion, we open a world of opportunity to students and empower them to make a difference around the world. Through learning, scholarship and practice, students gain the experience, knowledge, and courage they need to tackle big challenges in the real world and guide diverse communities and organizations.

CAHSS – Department

The Department of Psychology at the University of Denver is research-oriented, valuing a collaborative and integrative approach to psychological science that fosters intellectual curiosity and innovation and invests in people in a supportive and inclusive environment. Our mission is to advance psychological science by generating and sharing new knowledge through collaborative scholarship, educating and mentoring student scholars, and contributing to the public good.

The College of Arts, Humanities and Social Sciences and the Psychology department are strongly committed to building a diverse and inclusive educational environment, which is in full accord with the value that DU places on its commitments to diversity, equity, and inclusion. Candidates must demonstrate ability to integrate content and issues relating to, and to work effectively with, ethnically/racially diverse populations. The University of Denver endeavors to be a great university dedicated to the public good and to uphold the values of diversity, equity, inclusion, and justice. The University recognizes that its success is dependent on how well it lives these values, including how we engage, support, and champion members both at DU and in the greater community. DU is situated in the Denver metro area, a vibrant urban center in the Rocky Mountain region, home to more than 3 million people. Our metropolitan location supports collaboration across local universities. DU, ranked in the top 100 universities in the country, is comprised of 5800 undergraduates (600+ psychology majors), 8000 graduate students (55 Psychology graduate students), and 700+ full-time faculty. The University recently received recognition as an R1 by the Carnegie Classification of Institutions of Higher Education.

Position Summary

The Research Assistant will assist with a grant-funded research project investigating the influence of prenatal maternal depression on development including assessments of behavior, physiology, brain, diet, sleep, and cardiovascular health. Specific duties include recruiting and scheduling participants, making phone calls, assisting with research study visits, collection of data on child cardiovascular health, coordinating at-home data collection with families, and entering data into spreadsheets. Research Assistant will work very closely with other project staff and participants, and therefore must have excellent interpersonal skills. This project is a collaboration between the Neurodevelopmental Research Program at the

University of Denver (www.du.edu/neurodevelopment) and the University of Colorado at the Anschutz Medical Campus.

This is a full-time position (i.e., 40 hours per week) that comes with DU's full benefits package, and the funding for this position is contingent on grant funding. The schedule requires daytime hours and evening/weekend availability. This position requires an in-person schedule. The position is full-time (i.e., 40 hours per week) and comes with University of Denver's full benefits package.

Essential Functions

The primary responsibilities for the Research Assistant are:

- Under the direct supervision of the Principal Investigators, the research assistant will assist with a research project that involves biological, medical, and psychological data from women and their children. The research assistant will assist with data collection, recruitment, phone calls, appointment scheduling, administration of questionnaires, clerical tasks such as filing and photocopying, and tracking of at-home data collection with families. This will include assisting with management of IRB protocols.
- Working with human subjects: protocol requirements, phone calls, scheduling, questionnaire administration, coordinating at-home data collection with families, observations and assisting the PIs with study administration.
- Preparation of subject data, assisting with data entry, filing, etc.
- Participation as a member of the research team: various meetings with investigators.
- Other duties as assigned.

Knowledge, Skills, and Abilities

- Excellent verbal and written communication skills
- Basic mathematical skills
- Strong reasoning ability
- Strong interpersonal skills and good communication
- Excellent written and verbal communication and interpersonal skills
- Strong organization and administrative skills to include scheduling, data/file management, word processing (MS Word), spreadsheets (Excel), copying, phone skills and data entry
- Critical thinking skills along with the ability to identify, discuss, and solve problems and issues that may arise

Required Qualifications

- Bachelor's degree in related field
- Experience working with children

Preferred Qualifications

- Experience coordinating research projects, and experience in research with families, and maternal health
- Child/Infant CPR Certification
- Statistical knowledge
- Bilingual in Spanish and English

Work Schedule

Monday - Friday, 40 hours per week.

Application Deadline

For best consideration, please submit your application materials by **4:00 p.m. (MST) July 19, 2023. Applications will be reviewed until the position is filled.**

Special Instructions

Candidates must apply online through jobs.du.edu to be considered. Only applications submitted online will be accepted.

Salary Grade Number:

The salary grade for the position is 6.

Hourly Range

This hourly range for this position is \$20.00-\$25.00 an hour.

The University of Denver has provided a compensation range that represents its good faith estimate of what the University may pay for the position at the time of posting. The University may ultimately pay more or less than the posted compensation range. The salary offered to the selected candidate will be determined based on factors such as the qualifications of the selected candidate, departmental budget availability, internal salary equity considerations, and available market information, but not based on a candidate's sex or any other protected status.

Benefits:

The [University of Denver](https://www.du.edu) offers excellent benefits, including medical, dental, retirement, paid time off, tuition benefit and ECO pass. The University of Denver is a private institution that empowers students who want to make a difference. Learn more about the [University of Denver](https://www.du.edu).

Please include the following documents with your application:

1. Resume
2. Cover Letter

The University of Denver is an equal opportunity employer. The University of Denver prohibits discrimination on the basis of race, color, national origin, age (40 years and over in the employment context), religion, disability, sexual

orientation, gender identity, gender expression, genetic information, marital status, veterans status, and any other class of individuals protected from discrimination under federal, state, or local law, regulation, or ordinance in any of the university's educational programs and activities, and in the employment (including application for employment) and admissions (including application for admission) context, as required by Title IX of the Education Amendments of 1972; Title III of the Americans with Disabilities Act of 1990, as amended in 2008; Section 504 of the Rehabilitation Act of 1973; Title VI and VII of the Civil Rights Act of 1964; the Age Discrimination Act of 1975; the Age Discrimination in Employment Act of 1967; and any other federal, state, and local laws, regulations, or ordinances that prohibit discrimination, harassment, and/or retaliation. For the university's complete Non-Discrimination Statement, please see [non-discrimination-statement](#).

All offers of employment are contingent upon satisfactory completion of a criminal history background check.

Advertised: July 12, 2023

Applications close: Open until filled

[Apply Here](#)