

Research Coordinator in the Embark Lab at the University of Texas-Austin

General Notes

The Eating-related Methodology, Behaviors, and Risk (EMBARK) Lab is seeking a full-time research coordinator to assist with the development and implementation of several projects. The EMBARK lab is directed by Dr. Katherine Schaumberg, with a focus on the distinction between adaptive and maladaptive patterns of eating and exercise. The coordinator will assist in developing study protocols and IRB applications, along with recruitment and assessment of participants with eating disorders, social media management, data management, involvement in analysis of genomic and behavioral data, and preparation of scientific presentations and manuscripts. This opportunity is ideal for an individual who would like to pursue graduate education in areas such as: clinical, counseling, or sport psychology; exercise science; nutrition; population health; data science. Applicants should be interested in working in a lab community that values empirical inquiry, psychological flexibility, and intensive collaboration. This is a fixed-term position.

What benefits do I receive with UT? The university offers an impressive benefits package. For more details on benefits, please see: <https://hr.utexas.edu/prospective/benefits> and <https://hr.utexas.edu/current/services/my-total-rewards>.

For more information about the College of Liberal Arts, please visit: <https://liberalarts.utexas.edu/>.

Our college seeks to build a supportive, growth-minded community and cultivate outstanding and courageous leaders. For more information on the college staff leadership academy, please visit:

<https://liberalarts.utexas.edu/resources-for-faculty-staff/staff-leadership-academy/>.

For more information on college staff professional development, please visit:

<https://wikis.utexas.edu/display/larc/Staff+Professional+Development+Fund>

Purpose of the Position:

Coordinates clinical research studies, performing related tasks and activities. Collects information, recruits, screens, selects, determines eligibility, and enrolls study participants and ensures subjects follow the research protocol.

Job Duties:

- Schedules logistics, determines workflows, and secures resources for a defined clinical research trial(s)
- Recruits, screens, selects, determines eligibility and enrolls trial participants, collects information, and answers questions under supervision of a licensed professional. May perform basic medical assessments after completion of required training/certification, such as collecting vital signs, obtaining weight, and performing phlebotomy
- Manages research workflow components, collects, prepares, processes, and submits participant data and samples to appropriate entities, adhering to research protocols
- Identifies work unit resources needs and manages supply and equipment inventory
- Serves as an initial point of contact for clinical research participants and clinical staff, providing information regarding research procedures, expectations, and informational inquiries. Ensures participants follow the research protocol and alerts Principal Investigator of issues
- Conduct clinical assessments.
- Data management
- Other related duties as assigned.

Required Qualifications:

- Bachelor's Degree required, preferably in Psychology or a related field (e.g. Population Health, Nutrition, Exercise Science)

Preferred Qualifications:

- Experience with human research subjects preferred.
- Experience with phlebotomy and blood processing preferred.
- Experience with data management in R preferred

Salary Range:

- \$45,000-\$50,000

Required Materials:

- Resume/CV
- 3 work references with their contact information; at least one reference should be from a supervisor
- Letter of interest

Working Conditions:

- Hybrid; Must be located in Austin, TX

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