

## **Research Support Specialist at Stony Brook**

### **Required Qualifications: (Evidenced by an attached resume)**

Bachelor's degree (foreign equivalent or higher), in hand, or to be obtained on or before June 2022. Experience in a research setting with individuals with autism spectrum disorders (work experience, internship, student, training, etc.). Experience in family or community engagement and/or outreach activities. Experience demonstrating professional competence in research activities.

### **Preferred Qualifications:**

Bachelor's degree (foreign equivalent or higher) in Psychology, or to be obtained on or before June 2022. Experience with data collection with individuals with autism and/or their families. Experience conducting engagement or outreach activities with families, either in a clinical, research, school-based, or community setting. Experience with data management in a research setting, including but not limited to tools such as REDCap. Experience with EEG or other psychophysiological data collection. Experience working with children and/or families. Research experience.

### **Brief Description of Duties:**

To coordinate a study of electrophysiological patterns among children with autism spectrum disorders, and how these patterns relate to other aspects of the autism phenotype. Additionally, to coordinate outreach activities designed to engage and recruit individuals with autism spectrum disorder across the lifespan.

The successful incumbent will have excellent interpersonal skills, exercising strong organizational skills with an exceptional attention to detail. Essential for this role is the adeptness to work independently as well as part of a team with a collaborative approach to problem solving. Strong organizational and time management skills with exceptional attention to detail.

### **Duties:**

- Coordinating outreach and recruitment activities within and beyond Stony Brook.
- Management, cleaning, and upkeep of visit data before, during and after study visits
- Scheduling study visits.
- Conducting research visits, including psychophysiology.
- Management of lab materials, including oversight and ordering.
- Assist with IRB compliance, progress reports.
- Other duties as assigned.

### **Special Notes:**

The Research Foundation of SUNY is a private educational corporation. Employment is

subject to the Research Foundation policies and procedures, sponsor guidelines and the availability of funding. FLSA Nonexempt position, eligible for the overtime provisions of the FLSA.

Resume/CV and cover letter should be included with the online application.

***Stony Brook University is committed to excellence in diversity and the creation of an inclusive learning, and working environment. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, pregnancy, familial status, sexual orientation, gender identity or expression, age, disability, genetic information, veteran status and all other protected classes under federal or state laws.***

If you need a disability-related accommodation, please call the university Office of Equity and Access (OEA) at (631) 632-6280 or visit [OEA](#).

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