

# Soc/Clin Research Assistant

## Posting Information

---

### Posting Information

<b>Department</b>	Psychiatry - Research-412250
<b>Career Area</b>	Research Professionals
<b>Is this an internal only recruitment?</b>	No
<b>Posting Open Date</b>	05/13/2024
<b>Application Deadline</b>	05/20/2024
<b>Position Type</b>	Permanent Staff (SHRA)
<b>Position Title</b>	Soc/Clin Research Assistant - Journey
<b>Salary Grade Equivalent</b>	GN08
<b>Working Title</b>	Soc/Clin Research Assistant
<b>Position Number</b>	20064299
<b>Vacancy ID</b>	P019080
<b>Full-time/Part-time Permanent/Time-Limited</b>	Full-Time Permanent
<b>If time-limited, estimated duration of appointment</b>	
<b>Hours per week</b>	40
<b>Work Schedule</b>	Mon-Fri 8am – 5pm; occasional evenings as needed.
<b>Work Location</b>	Chapel Hill, NC
<b>Position Location</b>	North Carolina, US
<b>Hiring Range</b>	\$42,000 - \$47,664
<b>Pay Band Information</b>	To learn more about the pay band for this branch and role, please see <a href="#">the Career Banding rates spreadsheet</a> .

### Position Summary Information

**Be a Tar Heel!** A global higher education leader in innovative teaching, research and public service, the [University of North Carolina at Chapel Hill](#) consistently ranks as [one of the nation's top public universities](#). Known for its beautiful campus, world-class medical care, commitment to the arts and top athletic programs, Carolina is an ideal place to teach, work and learn.

One of the best college towns and best places to live in the United States, Chapel Hill has diverse social, cultural, recreation and professional opportunities that span the campus and community.

University employees can choose from a wide range of [professional training opportunities](#) for career growth, skill development and lifelong learning and enjoy [exclusive perks](#) for numerous retail, restaurant and performing arts discounts, savings on local child care centers and special rates on select campus events. UNC-Chapel Hill offers full-time employees a [comprehensive benefits package](#), paid leave, and a variety of health, life and retirement plans and additional programs that support a healthy work/life balance.

## Primary Purpose of Organizational Unit

The UNC School of Medicine has a rich tradition of excellence and care. Our mission is to improve the health and wellbeing of North Carolinians, and others whom we serve. We accomplish this by providing leadership and excellence in the interrelated areas of patient care, education, and research. We strive to promote faculty, staff, and learner development in a diverse, respectful environment where our colleagues demonstrate professionalism, enhance learning, and create personal and professional sustainability. We optimize our partnership with the UNC Health System through close collaboration and commitment to service.

### OUR VISION

Our vision is to be the nation's leading public school of medicine. We are ranked 2nd in primary care education among all US schools of medicine and 5th among public peers in NIH research funding. Our Allied Health Department is home to five top-ranked divisions, and we are home to 18 top-ranked clinical and basic science departments in NIH research funding.

### OUR MISSION

Our mission is to improve the health and well-being of North Carolinians and others whom we serve. We accomplish this by providing leadership and excellence in the interrelated areas of patient care, education, and research.

**Patient Care:** We will promote health and provide superb clinical care while maintaining our strong tradition of reaching underserved populations and reducing health disparities across North Carolina and beyond.

**Education:** We will prepare tomorrow's health care professionals and biomedical researchers by facilitating learning within innovative curricula and team-oriented interprofessional education. We will cultivate outstanding teaching and research faculty, and we will recruit outstanding students and trainees from highly diverse backgrounds to create a socially responsible, highly skilled workforce.

**Research:** We will develop and support a rich array of outstanding health sciences research programs, centers, and resources. We will provide infrastructure and opportunities for collaboration among disciplines throughout and beyond our University to support outstanding research. We will foster programs in the areas of basic, translational, mechanistic, and population research.

## Position Summary

This position will serve as an Assistant Clinical Research Coordinator for the AASET-SP Study (Autistic Adults and Other Stakeholders Engage Together – Suicide Prevention (AASET-SP)).

Suicide is the second leading cause of death among young people ages 12-24. Autistic individuals are at particularly high risk for suicide. The Safety Planning Intervention (SPI) has been shown to be effective in non-autistic groups. However, limited research has been done on the effectiveness of this intervention for autistic individuals specifically. In collaboration with autistic adolescents and adults, caregivers, and clinicians, the study researchers have adapted the SPI and tailored it to the unique needs of autistic individuals.

The purpose of the AASET-SP Study is to compare the effectiveness, feasibility, and acceptability of two suicide prevention strategies tailored for autistic individuals: the Safety Planning Intervention tailored for Autistic individuals (SPI-A) and SPI-A plus structured follow-up contacts (SPI-A+). We are recruiting from clinics at five healthcare systems: Children's Hospital of Philadelphia, Kennedy Krieger Institute, Nationwide Children's Hospital, Seattle Children's Hospital, and the University of North Carolina at Chapel Hill. All study activities are designed and carried out in partnership with our Community Council, which is comprised of individuals with lived

experiences relevant to the study.

The Assistant Clinical Research Coordinator assists with the execution of study protocols, including screening and recruiting study participants, conducting study visits, and collecting, entering, and reviewing study data.

**Minimum Education and Experience Requirements**

Bachelor's degree; or equivalent combination of training and experience. All degrees must be received from appropriately accredited institutions.

**Required Qualifications, Competencies, and Experience**

Must be able to use considerable judgement and skills in performing work assignments. Strong written and verbal communication skills. Must be able to work and communicate with diverse populations effectively and professionally. Ability to work independently as well as function as part of a team. Proficient with Microsoft Outlook, Excel, and Word.

- \* Requires ability to carry out research activities (data collection, data analysis, participant recruitment) with supervision
- \* Requires meticulous attention to detail
- \* Requires excellent interpersonal skills, especially strong phone/Zoom and interview skills
- \* Requires ability to adapt communication and working styles to diverse populations and settings
- \* Must also have the ability to occasionally work early evening hours and weekend hours to facilitate study activities (e.g., 1 to 3 times per month)

**Preferred Qualifications, Competencies, and Experience**

- \* Experience in developmental or clinical research
- \* Experience with survey software (e.g., REDCap), statistical package software (e.g., SPSS), and/or medical records systems (e.g., Epic)
- \* Some previous understanding and experience working with individuals with autism and/or other developmental disabilities
- \* Prior experience in assisting in the development of IRB applications and regulatory documents

**Required Licenses/Certifications**

**Special Physical/Mental Requirements**

**Campus Security Authority Responsibilities**

Not Applicable.

**Position/Schedule Requirements**

Evening work occasionally, Laboratory

**Special Instructions**

**Quick Link**

<https://unc.peopleadmin.com/postings/280496>

Contact Information

**Office of Human Resources Contact Information**

If you experience any problems accessing the system or have questions about the application process, please contact the Office of Human Resources at (919) 843-2300 or send an email to [employment@unc.edu](mailto:employment@unc.edu)

Please note: The Office of Human Resources will not be able to provide specific updates regarding position or application status.

**Equal Opportunity Employer Statement**

The University of North Carolina at Chapel Hill is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to age, color, disability, gender, gender expression, gender identity,

## Applicant Documents

---

### Required Documents

1. Curriculum Vitae / Resume

### Optional Documents

1. Cover Letter
2. List of References

## Posting Supplemental Questions

---

Required fields are indicated with an asterisk (\*).

1. \* Please select the response below that best describes your experience/education for the Social/Clinical Research Assistant position.
  - Bachelor's, Master's, and/or Doctorate in any field.
  - Associate's in any field and at least 2 years of experience.
  - Combination of post-high school education and experience to equal at least 4 years of related experience (ex: 1 year towards a degree and 3 years of experience).
  - High School diploma/GED and at least 4 years of related experience.
  - Did not complete high school but have a combination of high school education and experience to equal 8 years. (ex. 3 years of high school and 5 years of experience).
  - None of the above
2. \* Do you have excellent verbal and written communication skills required to collect and report project data?
  - Yes
  - No
3. \* Briefly describe your experience and proficiency with all Microsoft Office programs (Word, Publisher, Excel, PowerPoint, SharePoint, and Outlook).  
(Open Ended Question)
4. \* This position requires thoroughness and attention to detail. What do you do to ensure accuracy and handle follow-up tasks?  
(Open Ended Question)