

## **University of Texas at Austin Clinical Neuroendocrinology Lab Seeking Part-Time Lab Manager/Clinical Research Coordinator**

The UT-Austin CNE Lab (Clinical Neuroendocrinology) is now accepting applications for a **part-time (20 hours/week) lab manager and clinical research coordinator to begin June 2022 (ASAP)**. Potential opportunity for promotion to full-time in the Fall of 2022.

Our mission is to gain a better understanding of the endocrine basis of suicidal thoughts and behaviors and psychological disorders.

### **Responsibilities**

- Manage the execution of protocols for multiple longitudinal bio-behavioral research projects investigating potential relationships between mood, stress, and hormones in clinical and healthy populations (including recruitment, documentation, laboratory visit scheduling and execution).
- Coordinate human research subjects' participation and compensation.
- Manage and train a team of volunteer undergraduate research assistants.
- Manage lab administrative duties.
- Work collaboratively with the P.I.s and graduate students conducting research in the CNE lab towards our mission.

### **Required Qualifications**

- Strong project management skills.
- Strong interpersonal skills, including written and verbal communication.
- Available for in-person work.
- Detail-oriented, autonomous & independent, highly organized
- Collaborative, team-player attitude

### **Preferred Qualifications**

- Bachelor's degree in psychology or related field (Must have significant work experience if no college degree).
- Research experience preferred.

### **Required Documents to Attach**

- CV
- Cover Letter

**This position is open until filled.**

**Contact Information**

For further information about the CNE Lab, visit: <https://labs.la.utexas.edu/josephs/> or [https://www.instagram.com/cne\\_lab\\_ut/](https://www.instagram.com/cne_lab_ut/) .

**To apply**, e-mail your CV and cover letter to Madeline Divine (clinical psychology graduate student conducting research in the lab) at [madeline.divine@gmail.com](mailto:madeline.divine@gmail.com).