

Research and Outreach Coordinator

Job Description: This position will serve as a Research and Outreach Coordinator in the [Deepest Beliefs Lab \(DBL\)](#) and [Center for the Science of Moral Understanding \(CSMU\)](#) with Dr. Kurt Gray, Professor of Social Psychology. Responsibilities include overseeing lab-related research outreach, including maintaining lab websites and social media accounts, and coordinating opportunities for podcast appearances, interviews, and op-eds in popular media outlets. The Research and Outreach Coordinator will also help popularize the lab's research via science communication, with opportunities to assist with writing [Substack](#) articles and op-eds and gain co-authorship.

In addition to science outreach, the role includes assisting with the daily research and administrative tasks of the lab, including (but not limited to) helping the PI with recruiting and onboarding undergraduate research assistants; fielding questions from applicants; submitting and maintaining IRBs; and tracking expenses. The Research and Outreach Coordinator will also have opportunities to work on their own relevant lines of research, which includes conducting literature reviews, programming Qualtrics surveys, data analysis, writing papers, etc. This is an ideal position for individuals hoping to transition to graduate school in psychology or a related field.

Required Qualifications: Must be professional and have excellent organizational skills. Must have attention to detail, problem-solving abilities and be able to work independently and as a member of a team.

Preferred Qualifications, Competencies, and Experience: BA or BS in Psychology, Neuroscience, or a related field. Prior experience and knowledge of research principles, data collection, entry, and analysis, and some programming abilities in SPSS, Qualtrics, or R preferred but not required. Prior experience with science writing/outreach and/or social media management preferred but not required. Should enjoy interacting with others and being a first point of correspondence for the lab.

Compensation: \$36,320 - \$50,000, dependent on experience

Position duration: One to two years.

Start date: Summer or Fall 2024

To apply, please complete this [Google Form](#) and provide the following:

1. A one-page cover letter describing your interest and relevant experience for the position (such as experience conducting psychological research, project coordination, and/or science writing).
2. A one-page CV or resume highlighting relevant work and research experience.
3. Contact information for two potential references.

The application deadline is May 1, 2024. We will contact candidates via email if the application is selected to advance to the next round of the review process.