

[Close Window](#)**Job Summary**

Requisition Number: 40848

Job Title: STAFF RESEARCH ASSOCIATE II, NON EXEMPT

Working Title: Lab Coordinator

Salary: \$28.04 - \$45.11 Hourly

Job Type: Career

Department Name: 0650-LINGUISTICS

Department Website URL: [www.linguistics.ucla.edu](http://www.linguistics.ucla.edu)

Job Summary Statement: Under the general direction of the Principal Investigator, responsibilities involve management of equipment, volunteers, scheduling, and running of participants. Other duties include management of Human Subjects Protection applications for research studies; manuscript and grant preparation; and training of undergraduate research assistants. Requires working knowledge of the fields of child psychology or language acquisition as they pertain to ongoing research projects, and experience working with children between 0-6 years and their parents.

This position will require testing on at least two Saturdays per month.

Percentage of Time: 100

Shift Start: 8:00 am

Shift End: 5:00 pm

**Qualifications for Position****6 Records**

Qualifications	Required / Preferred
Past experience working as a Lab Technician.	Required
Experience working with children between 0 - 6 years and their parents.	Required
A Bachelor's or advanced degree in Linguistics, Psychology or related field, and research experience with infants and language acquisition.	Preferred
HSPC / IRB certification for experimentation using human subjects.	Required
Previous experience coordinating volunteer and student assistants in a laboratory setting.	Preferred
Experience writing and editing journal manuscripts and grant proposals.	Preferred

**Additional Posting Information**

Bargaining Unit: RX-Research Support Professionals

Application Deadline: 03-22-2024

External Posting Date:

Quicklink To Posting: [hr.mycareer.ucla.edu/applicants/Central?quickFind=89883](https://hr.mycareer.ucla.edu/applicants/Central?quickFind=89883)

Special Instructions: For references, please provide at least three references, including their name, title, professional relationship with you, length of professional relationship, and contact information.

Contact information: Dr. Megha Sundara, [megha.sundara@humnet.ucla.edu](mailto:megha.sundara@humnet.ucla.edu)

Number of Positions:

#### Special Employment Designations/ Requirements Per UC Policy

Conflict of Interest: N/A

Critical: Continued employment contingent upon completion of satisfactory background investigation.

Driving Record: N/A

E-Verify Check:

Certain positions funded by federal contracts/subcontracts requires UCLA to notify job applicants that an E-Verify check will be conducted and the successful candidate must pass the E-Verify check. This position does not require E-Verify check.

[More Information](#)

CANRA: Yes - Please have the employee sign the "Statement Acknowledging Requirement to Report Child Abuse".

Is this position designated as a mandatory reporter under CANRA?

Other Special Employment Requirements: Age Requirement: Applicants must be 18 years or older to be eligible to be hired.

**Position is subject to performance standards and other requirements of the University wide Police Policies and Administrative Procedures.**

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As a condition of employment, candidates selected for hire will be required to comply with the University of California [Policy on Vaccination Programs](#) , this policy may be amended or revised from time to time. Federal, state, or local public health directives may impose additional requirements. As updates are made to the Policy, they will be reflected in the [UCLA Conditions of Employment](#).

The University of California is an Equal Opportunity/Affirmative Action Employer advancing inclusive excellence. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected categories covered by the UC nondiscrimination policy. [UC Nondiscrimination & Affirmative Action Policy](#)

This [General Data Protection Regulation \(GDPR\) Statement for Persons in the European Economic Area](#) is designed to provide information regarding the types of Personal Information that the University of California's

Human Resources departments and offices collect.

Please be advised that the final candidate recommended for hire into a critical (or otherwise designated) position will be required to successfully complete a background investigation. Any convictions will be evaluated to determine if they directly relate to the responsibilities and requirements of the position. Having a conviction history will not automatically disqualify an applicant from being considered for employment.

UCLA is a Tobacco-Free environment. For more information, please view the policy at [Tobacco-Free Campus Policy](#)

For additional support, please visit <https://help.powerschool.com/t5/PeopleAdmin-Applicant-Support/ct-p/PeopleAdmin-Applicant-Support>