

Clinical Research Asst - (3277010)

Seeking a highly motivated college graduate to provide support for several research studies within the Division of Alcohol, Drugs, and Addiction and the Division of Women's Mental Health under the supervision of Dr. Dawn Sugarman and Dr. Shelly Greenfield. Broadly, research projects focus on the development of treatments for women with substance use disorders and the use of digital technologies to enhance addiction treatment. This position may involve support for other studies or projects related to the Principal Investigators' research program and national policy work. Specific responsibilities include: participant recruitment and assessment for a study funded by the National Institute on Drug Abuse; maintaining and updating data generated by studies; performing literature searches; conducting basic statistical analysis of data; contributing to the writing of manuscripts and grant applications; and lab management and administrative tasks. This position offers an excellent opportunity for graduating seniors looking for clinical research experience before applying to graduate school in psychology (particularly clinical and counseling programs), the social sciences, public health, or medical school.

Principal Duties and Responsibilities

- Recruit study participants, administer assessments, and perform interviews.
- Develop, organize, and/or maintain study databases. Responsible for data validation and quality control, and some data analysis.
- In conjunction with the Principal Investigators, develop and implement new grant applications, research protocols, and institutional review board approval applications.
- Assist with preparation of presentations and written manuscripts for publication.
- Perform literature searches.
- All other duties as assigned.
- Train and orient new staff.

BA or BS Degree. Must have at least one year of directly related clinical research experience (which can include undergraduate research experience). Must have demonstrated competence in research techniques and methodologies, strong writing skills, and an ability to work independently. Prior coursework in psychology or related subjects preferred.

Skills/Abilities/Competencies Required

- Passion for health research (including psychology, psychiatry, health sciences, public health, and related disciplines)
- Careful attention to detail.

- High degree of computer literacy; knowledge of data management programs (i.e. SPSS, Excel, PowerPoint).
- Ability to work independently.
- Excellent interpersonal skills are required for working with study participants and research collaborators.
- Excellent oral and written communication skills.
- Analytical skills and the ability to resolve technical or research problems and the ability to interpret the acceptability of data results.
- Knowledge of clinical research protocols.
- Ability to exhibit the flexibility and resolve required to conduct rigorous, cutting-edge research.
- Excellent organizational skills and ability to prioritize a variety of tasks.
- Ability to demonstrate professionalism and respect for participants' rights and individual needs.

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