Hello from the Career Center

**Handshake**

Handshake is the online gateway to Career Center services, with resources such as Workshop & Event listings, our job and internship database, and information about On Campus Recruiting (OCR) and Career Fairs.

*All registered students can access Handshake by creating an account online. They can then search and apply for internships and jobs, register for career workshops and networking events, and access a variety of subscription-based career resources we offer.

*You, as an advisor, are also very welcome to [Request a Courtesy Handshake Account](#) to explore it yourself!

**EVENTS & CAREER FAIRS**

*The Career Center hosts a broad array of [Career/Internship Fairs](#), [Employer Info Sessions](#), and [Workshops/Programs](#) every semester. For full details and to reserve a slot, login to Handshake.

**CAREERMAIL**

*CareerMail consists of 13 separate email newsletters managed by Career Counselors covering a range of fields, including Arts & Communication, Business, Nonprofit, Government, Pre-Law, and Pre-Med/Health.

*Sign-up via Handshake to receive these regular emails to keep you informed about upcoming events as well as unique job and internship opportunities. (Advisors can also do this).

**CAREER COUNSELING APPOINTMENTS**

*The Career Center offers 30-minute appointments to help students with their career exploration, job and internship search, and graduate school planning. We have 5 counselors specialized in serving L&S students and those students will automatically be referred to us via our [online appointment system](#). Besides our location at 2440 Bancroft, we also meet with L&S students at Evans Hall every Tuesday afternoon and students can sign up for those also online.

* [Drop-in](#) appointments with Peer Advisors are available throughout the school year.

**RESOURCES**

Our website is packed with information! Two of our most-used resources are:

1. [Job and Internship Guide](#). Here students can view resume and cover letter samples, sample interview questions, and receive other tips on career choice, internships, networking and job offers.

2. Our [Career Destinations](#) web pages, providing a summary of post-graduation careers, employers, salaries and grad school choices of recent graduates by major.
Work Opportunities – Week of October 30, 2017

➢ Announcement for Social Science Research

The Experimental Social Science Laboratory (Xlab) invites you to participate in research! All experiments conducted at Xlab are computerized social science studies that typically last between an hour to two hours. Participants earn $15/hour on average every time they participate. For more information, visit xlab.berkeley.edu or watch our short video! To sign up, visit berkeley.sona-systems.com

We look forward to seeing you at the Xlab!
Do science. Get paid.

➢ Temporary Job Opening for Bilingual Students

Good afternoon,
I am a Research Assistant at Harder+Company Community Research, an evaluation and research consulting firm focused on helping public and social sector organizations maximize efficiency and effectiveness. One of our clients is First 5 Fresno County, an organization that provides funding for programs and services designed to help all children ages 0-5 achieve optimal social, emotional, physical, and cognitive development. As part of our evaluation of F5FC, we conduct an annual Parent Interview to assess parent involvement in children’s development, the progress children have made, and the ways that programs and services play a role in that development and progress.

To this end, we are seeking 4 bilingual (Spanish and English) temporary employees to conduct interviews with our sample of parents from late October through late January. Interviews will be conducted over the phone from our office in San Francisco. We expect temps to work 25-30 hours a week. They will be paid $20/hour. Applicants should have an interest in research and social impact, as well as some experience engaging in data collection. We would very much appreciate it if you could distribute the attached job posting throughout your network. Interested applicants should send me their CV or resume directly at alitwin@harderco.com no later than October 13th.

Please let me know if you have any questions. Thank you for your support.

Best,
Ashley

➢ UCSF Memory and Aging Center: Assistant Clinical Research Coordinator

Summary
Under the supervision of the Principal Investigator (PI) Dr. Possin, the incumbent will perform entry-level duties related to the support and coordination of the Care Ecosystem
Work Opportunities – Week of October 30, 2017

Randomized Controlled Trial, and may receive training and development to prepare and advance for journey-level work at the next level within the series.

May be responsible for the coordination of one or more single or multi-site, active or follow-up clinical trials on the Care Ecosystem; help carry out study protocols; help design flow sheets, data forms and source documents; gather and interpret medical data regarding clinical trial subjects; may apply understanding of inclusion/exclusion eligibility criteria for protocols; help recruit, enroll, register, schedule and retain study subjects; record protocol specific treatments; assist research personnel to keep patients on study schedules; complete study forms to submit to sponsors and/or appropriate agencies; collect, enter and clean data into study databases, maintaining data quality; assist with data analysis; assist with preparation of reports and tables; attend team meetings; and perform other duties as assigned.

Key Responsibilities
Patient management, patient registration, data management

Required Qualifications
- HS graduation and sufficient experience and demonstrated skills to successfully perform the assigned duties and responsibilities.
- Excellent verbal and written communications and presentation skills; excellent organizational skills; and excellent interpersonal skills to work effectively in a diverse team.
- Proficiency with Microsoft Word, PowerPoint, and Windows.
- Excellent analytical and problem-solving skills.
- Ability to work effectively in a fast-paced, team-based environment; project management and coordination skills; ability to prioritize tasks and meet multiple deadlines on concurrent projects.
- Ability to establish cooperative working relationships with patients, co-workers, & physicians.
- Familiarity with, or strong interest in, statistical or data programs such as R, SAS, Stata, SPSS, Salesforce

Preferred Qualifications
- Demonstrated proficiency with medical terminology.
- Experience working with patients or study subjects, including patients with dementia or caregivers.
- Experience with electronic medical records, Medicare claims data, or other datasets.
- Experience with a Committee of Human Research (CHR)
- Fluency in Spanish
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If interested, please contact Sabrina.erlhoff@ucsf.edu with a resume and cover letter.

➢ Work Study Position: Peer Nutrition Educator for University Health Services, Social Services

$15/hour x 64 hours/semester
Position: #1917491295.
(Approximately 4 hours per week x 16 weeks. Days and times TBD, occasional evenings.)
One-year commitment strongly preferred, academic year 2017-2018
The UHS Peer Nutrition Educators broaden the reach of UHS nutrition services and enhance student wellness through three main services: body image training, nutrition education, and food and cooking skills development. Under the supervision of a UHS Wellness Dietitian, Peer Nutrition Educators will be trained in the three major topics as well as presenting and teaching skills, and participate in several outreach activities on campus. Outreach activities will take place at various campus locations and will be planned in advance or by request. Possible outreach activities may include: providing nutrition education for the student food pantry, giving a presentation for a student group or club, creating a short educational video, or leading a body image workshop at a residence hall or co-op.
Qualifications:
- Interest in learning more about nutrition, food, cooking, and body image. (Expertise in these topics not required, though some previous education will be helpful.)
- Willingness to follow through on commitments.
- Flexibility and willingness to work occasional evening events.
- Must enjoy interacting with people or be willing to develop interpersonal skills.
- This position is not appropriate for students currently or recently struggling with eating disorders or disordered eating.

➢ The Sutardja Center for Entrepreneurship and Technology (SCET)

The Sutardja Center for Entrepreneurship and Technology (SCET) at UC Berkeley is looking to hire a current UCB student to work as the Global Engagement Coordinator whose primary responsibilities are to assist with communicating, developing, and managing relationships with the global partners/affiliates of the center. Applicants must be available to start at the beginning of August, and ideally remain in the position until the end of the Academic year. Students with strong organization and communication skills, and the ability to work with people of diverse backgrounds are strongly encouraged to apply. The pay rate is $15 p/h and work-study is preferred, but not required. Interested applicants should send a brief statement of interest (one paragraph) and a copy of their resume as one document to: Susan Giesecke (sgiesecke@berkeley.edu)
Job Opening - Assistant Clinical Research Coordinator – UCSF

UCSF is looking for an Assistant Clinical Research Coordinator at the UCSF Memory and Aging Center in the labs of Dr. Joel Kramer and Dr. Adam Boxer. They’re looking for someone to take over the position ASAP, preferably to psychology graduates that might be interested! This is a full-time position, bachelor's degree required. All interested applicants should please email paige.mumford@ucsf.edu with their CV and cover letter, and "ACRC application" as the email subject.

Position description:
Incumbent will be responsible for the collection, editing, and analysis of imaging data obtained through multiple projects on aging and neurodegenerative diseases being conducted at the Memory and Aging Center. Responsibilities would include acquiring MRI data, which will involve interacting with patients with cognitive impairment and their families. A large proportion of time will be spent processing neuroimaging data for analysis using programs such as SPM, FreeSurfer, FSL and other similar software. This includes extensive quality control work including inspection of program output and manual editing of processed images and reprocessing as necessary, and tracking the progress of processing for assigned images. Incumbent will also be responsible for summarizing data obtained from analyses and presenting them to responsible investigators, and for assisting with preparation of manuscripts including writing up methodology and results and creating figures. Prior experience with brain image processing programs in particular SPM and FreeSurfer are strongly preferred. Ideal candidate would have facility with computer programming and computer languages, in particular Linux scripting, or willingness to learn these skills. Knowledge of macroscopic brain anatomy and biology is also strongly stressed. Experience with statistical software such as STATA and R is also desirable.

Position: Staff Research Associate I

Reports to: PI: Dr. Sabra Inslicht
Department: Research, Mental Health Services

Position Definition:
Researchers from the San Francisco VA Medical Center; Northern California Institute for Research and Education (NCIRE); and University of California, San Francisco are conducting several research studies in trauma survivors with posttraumatic stress disorder (PTSD) involving psychophysiological measurement. The incumbent will assist in carrying out study coordination for these multiple research projects related to PTSD. The lab is seeking at least a 2-year commitment for this position. This is a full-time position. Salary will be commensurate with education and relevant experience.
**Essential Functions:**
- Coordinate all aspects of the research protocol & manage the daily study operations
- Manage subject enrollment, subject tracking, scheduling, correspondence, appointment reminders as well as coordinate subject payments
- Conduct telephone screening interviews on psychiatric and medical symptomatology with participants to pre-assess for study eligibility
- Act as liaison with the multidisciplinary study team (e.g., clinical interviewer, physician, laboratory) in determining study eligibility, coordinating study procedures, and ensuring adherence to study protocol
- Coordinate all aspects of data management, including entry, verification and analysis
- Program and maintain psychology/psychophysiology experiments and related hardware and software
- Prepare and manage Institutional Review Board Documentation and other Regulatory Documents
- Assist with grant submissions, conference presentations, and manuscript preparation
- Plan and track budget; purchase equipment and supplies, and track study expenditures
- Manage shipment of biological samples to offsite laboratory, sample tracking, correspondence with laboratories
- Collaborate with study team and PI to continuously improve procedures
- Perform other duties as assigned

**Job Requirements:**
- BA or BS in psychology or related field
- 1-2 years previous experience in human subjects research
- Ability and experience in conducting and coordinating psychological research studies, including tracking of participants, data entry and management using database software (e.g., Excel, Access), analyzing and interpreting patient medical and psychiatric records.
- Ability to communicate with individuals of varying educational and social backgrounds about potentially sensitive issues. Prior experience in a mental health setting is preferred.
- Prior experience in psychophysiology measurement experience using Biopac or similar equipment
- Computer literacy with emphasis on Windows operating systems and psychology software applications (e.g., AcqKnowledge, Inquisit, SuperLab, Qualtrics)
- Experience preparing and managing Institutional Review Board (IRB) submissions and other regulatory documentation
- Prior experience collecting, organizing, and shipping biological samples is preferred. Familiarity with Freezerworks or other biological sample software is not necessary but would confer an advantage
Work Opportunities – Week of October 30, 2017

- Knowledge of and experience with advertising and marketing
- Experience with grant and budget preparation is highly desired
- Excellent interpersonal, written and oral communication skills
- Must be highly organized and detail oriented
- Ability to work under minimal supervision

Individuals majoring in psychology, neuroscience, cell biology, computer science and engineering, as well as post-baccalaureate students are encouraged to apply.

If interested, please email callan.lujan@va.gov with a cover letter and CV or resume.

➢ Program Mentor/Counselor position (full or part time)

New Directions for Young Adults - California www.ndfya-ca.com is a transitional living program located in Pleasant Hill, CA that helps young adults with Autism Spectrum Disorder, learning disabilities and other psychiatric disabilities learn the skills needed to live independently. Our “high functioning” clients live in their own private apartments and receive support with life management skills (cooking, cleaning, etc.), financial management, academic tutoring, social skills training, social activities and more. We are a rapidly growing program and need reliable, organized and compassionate employees to join our close knit, collegial and fun treatment team. You will be provided with training and instruction and then asked to work with program clients teaching life skills, providing transportation, offering supervision during social outings, providing tutoring in college classes and providing other support. (The work does NOT involve helping clients with basic hygiene or self-care.) The ideal candidate would be available part time over the next few months and then could move to full time employment in the summer.

This initial position requires someone with a diverse skill set:

- a clean criminal background check and driving record
- experience or willingness to learn to drive a large passenger van when needed
- morning availability
- high personal reliability, organization and time management
- strong computer skills and written communication
- strengths in the life management skills we teach (cooking, cleaning, exercise, etc.)
- enthusiasm and the ability to actively engage and motivate clients
- the flexibility to take on new, diverse tasks as the situation demands
- empathy, patience, and an interest in mentoring young adults with disabilities

Ideal applicants might also possess:

- ability to help clients with basic financial management skills
- ability to tutor basic college courses (e.g. freshman English, basic math, etc.)
- an interest in helping students pursue their employment goals
- previous experience with persons with autism or Asperger’s syndrome
Work Opportunities – Week of October 30, 2017

- previous mentoring experience (camp counselor, teacher’s aide, etc.)
- a background in psychology or special education
- a residence near our Pleasant Hill offices

This position offers excellent practical experience for those interested in working with this population. In addition, there is real potential for growth with the company, as many of our initial hires have moved on to management positions in the company. This is an ideal job for a graduating senior in psychology who wants to get practical experience with a clinical population before applying to graduate school. (We currently employ two Cal grads who are expecting to enroll in graduate school this fall.) We offer dental, medical and vision benefits to FT employees. If you are interested in this position, please send a resume and cover letter in .pdf format to matt@ndfyaca.com Include your last name and the words “Program Mentor” in the subject line.

➢ Very attractive Financial Analyst positions for Cal grads

To: Cal seniors, master’s degree candidates, and recent graduates

Subject: Very attractive Financial Analyst positions for Cal students and grads from any major

Brownson, Rehmus & Foxworth, one of the largest independent wealth management organizations in the U.S., welcomes seniors, non-MBA master’s degree candidates, or recent Cal graduates from any major to apply for very attractive Financial Analyst positions based in Menlo Park. Some positions are available immediately, and some begin in July 2018. Please feel free to share this information with Cal friends who might be interested.

Students may learn more by visiting us online at www.brfadvisors.com. We will conduct on-campus interviews on October 23rd and 24th. We invite students to submit resumes and interview materials via Handshake prior to October 13th.

Brownson, Rehmus & Foxworth advises clients with over $10 billion of combined assets under management and has offices in Menlo Park, Chicago, New York and Atlanta. We provide sophisticated investment advice and integrated comprehensive planning to high net worth families and related foundations. We endeavor always to do the right thing by our clients. Careful to minimize conflicts of interest with our clients, we neither sell products nor receive commissions. We believe the quality of our people meaningfully distinguishes us from many advisory firms.
We welcome candidates who wish to join a close-knit West Coast team with a high degree of camaraderie, collaboration, mentorship, and professional standards. We give substantial early responsibility and client contact to Financial Analysts. We provide many opportunities for learning, enrichment, and career development. We are committed to a healthy work-life balance, and our Financial Analysts work significantly fewer hours than analysts in comparable positions. Nevertheless, compensation is highly competitive with top-tier banks and consulting firms. Past Financial Analysts have a compelling track record of gaining admission to top-tier business schools.

We hope to hire truly great team players who have the potential to become partners in our organization in the future. We seek colleagues who are highly ethical, empathetic, team-oriented, analytical, motivated, and intellectually curious. Ideal candidates will possess great interpersonal skills, excellent judgment, broad problem-solving skills, and a professional, service-oriented demeanor.

Thank you very much for your interest.
Steve Rehmus

Steve Rehmus
Brownson, Rehmus & Foxworth, Inc.
1550 El Camino Real, Suite 200, Menlo Park, CA 94025
650-289-1114 Phone, 650-618-4864 Fax, srehmus@brfinc.com, steve@rehmus.com, www.brfadvisors.com

➢ San Francisco Research Assistant Full-Time Job Position

Job Description:
This position will work with a top-notch research team to collect data on a promising treatment program for people with mental illness who are involved in the criminal justice system. The study will rigorously test whether and how Interventions, a cognitive-behavioral group treatment (CBT), reduces recidivism for this population. The Research Interviewer will recruit participants, assist with randomization, and perform assessments (pre-treatment and post-treatment). Major responsibilities also include staying in good contact with the study team, and tracking down participants in the community to obtain follow up data. This position will be based in San Francisco, but may periodically perform similar functions at our Sonoma site (travel costs are covered).

Professor Skeem is a psychologist who writes and teaches about the intersection between behavioral science and the justice system. Her research is designed to inform legal decision-making about people with emotional and behavioral problems. Specific topics include
improving outcomes for justice-involved people with mental illness, understanding psychopathic personality disorder and promoting prosocial behavior among juveniles at high risk for violence.

**Responsibilities include:**

- Participant recruitment, tracking, and retention.
- Participant interviewing—that is, direct collection of data at the San Francisco “home” sites (courts, clinics, and the community) and as needed at the Sonoma site (day reporting center and the community)
- Administer payment/incentives to treatment group participants
- Administrative duties, including providing weekly progress reports, attending team meetings, corresponding with the study team, and data entry/cleaning as needed

**Required Qualifications:**

**Knowledge/Skills:**

- Consistent availability during business hours, with flexibility to occasionally work evenings or weekends (depending on study needs).
- Access to reliable transportation (including a car) and willingness to conduct assessments in the community.
- Friendly demeanor and excellent interpersonal skills (including comfort in approaching prospective participants)
- Strong organizational skills, attention to detail, and documentation abilities.
- Ability to be in constant contact with the research team via phone, text, and email.
- Basic computer skills for data collection tasks (e.g., administering computerized games in the assessment; completing data entry and reports).

**Education/Training:**

- Graduation from high school or General Education Diploma and two years of experience in collection of survey data or equivalent combination of education and experience.

**Preferred Qualifications**

- Experience or background in related research in mental health and/or criminal justice.
- Outgoing demeanor and talent in networking with participants, case managers, and other study stakeholders.

**Salary & Benefits**

$17.88 - $21.09 hourly, commensurate with experience.

For information on the comprehensive benefits package offered by the University visit: [http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html](http://ucnet.universityofcalifornia.edu/compensation-and-benefits/index.html)

**How to Apply:**
Work Opportunities – Week of October 30, 2017

Please submit your cover letter and resume as a single attachment.

Submit your application here:
https://jobsprod.is.berkeley.edu/psp/jobsprod/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE_JOB_DTL&Action=A&JobOpeningId=23977&SiteId=1&PostingSeq=1

➤ Career Opportunities with Seneca for Students

Clinical Opportunities

Seneca Family of Agencies is dedicated to providing unconditional care for over 13,000 vulnerable youth and families each year through community based, education, and permanency programs.

Our Unconditional Care model is strengths-driven, family centered, and rooted in the communities we serve.

All of our clinician positions include ongoing individual and group supervision, advanced clinical workshops, a clinical training stipend, and pathways towards clinical supervision and program management.

“I work with creative, clinically-minded individuals with fresh and exciting approaches to social work. I’m encouraged to think outside the box and provided the professional development to do so.”

-Seneca Employee

Impact: Youth in Your Community With a Career at Seneca!

In the last year:
- Seneca supported 871 children and youth through intensive home-based mental health services
- Seneca served 900 children through clinic-based services
- Seneca diverted from hospitalization 1027 youth experiencing acute crisis, through crisis intervention and stabilization programs

Benefits Include:
- Competitive salary
- Comprehensive benefits package
- 403b Retirement Plan
- 5 weeks of flexible PTO
- Employer-paid Employee Assistance Plan
- Scholarship opportunities
- Ongoing training and professional development
- Individual and Group Supervision
- Salary increase upon licensure
- Salary differentials for bilingual Spanish abilities

Apply now!
www.careers-senecafoa.icims.com

Human Resources Department: (510) 317-1437 | hr@senecacenter.org

Follow us to stay posted on Seneca’s updates, news, and current job openings!
Career Opportunity for Recent Graduates/ Soon to be Graduates

We are large non-profit organization that seeks to end family homelessness in the SF Bay Area. To do this, we are hiring passionate, smart, and dedicated individuals to help support our mission. This is part of a large public-private partnership campaign called Heading Home, which commits to serving 800 homeless families by 2020.

We would love to connect with students at your university who will soon be graduating or are looking to work full time while they study.

Specifically, we’d be delighted to come present at classes in relevant disciplines, present and answer questions for on-campus recruiting opportunities, and/or share collateral and postings with your career office.

IHME Post-Bachelor Fellowship Opportunity

IHME Post-Bachelor Fellowship

View this email in your browser
IHME Post-Bachelor Fellowship
Using big data to improve the world’s health

The Institute for Health Metrics and Evaluation (IHME) has an opportunity for graduating seniors! Please share this message with your students and anyone who may be interested in this opportunity.

The Institute for Health Metrics and Evaluation at the University of Washington offers a Post-Bachelor Fellowship in Global Health that combines a full-time professional position, academic research, and education with progressive on-the-job training and mentoring from a renowned group of professors. As a PBF, you will join a community of passionate researchers using creativity to solve complex global health problems. This program provides Post-Bachelor Fellows the option to pursue a fully funded Master of Public Health degree at the University of Washington.

Learn More

(continue)
Join us on

Wednesday, November 7
2:00pm PST

for a live program overview webcast featuring current fellows.

For more information, visit us on Facebook.

Questions? Contact pbfs@healthdata.org.

➢ Share With Students: PIRG Campus Action – Early Application Deadline!
Hi Undergraduate,

I hope your school year is off to a great start this fall!

I wanted to reach out to let you know that the PIRG Campus Action early application deadline for full-time career opportunities is coming up this Sunday October, 22nd, and see if you could share the opportunity with the students in your department!

As the nation’s premier student action group, PIRG Campus Action is hiring campus organizers to empower student leaders and win concrete results on public interest campaigns ranging from getting our campuses to 100% renewable energy, to saving students money on textbooks by promoting open educational resources.

THE JOB
PIRG Campus Action is a project of the PIRG student chapters. Our organizers work with students on college campuses across the country, giving them the resources they need to unlock their full power to build a brighter future. We know college students have the power to make a difference. From the Freedom Riders of the ‘60s to the voter registration drives of today, from the anti-apartheid movement of the ‘80s to the drive for fossil fuel divestment now, students — past, present and future — are always pushing our communities, our country and our world forward.

WHAT YOU’LL DO
With PIRG Campus Action, you’ll work with students who, like you, believe it’s our right and responsibility to shape the future we all want. You’ll work with students to decide the strategies and tactics they’ll use to run campaigns that promote clean energy, public health, a stronger democracy and more. As an organizer on campus, you’ll:

- Engage and mobilize hundreds of students on issues ranging from tackling climate change and getting big money out of politics, to organizing voter registration drives and increasing recycling on campus

- Recruit and train students to plan and run effective campaigns on and off campus, using skills like organizing news conferences, building strong coalitions,
generating grassroots support and direct advocacy

- Build a strong, sustainable, student-funded, student-run organization on campus
- Build relationships with other student groups, faculty and administrators
- Run a citizen outreach office during the summer, where you’ll recruit and lead a team of canvassers to fundraise for important issues

PAY & BENEFITS
The target annual compensation for this position is $26,500 in the first year. Each of the groups that partner with PIRG Campus Action offers a competitive benefits package. We also offer an excellent training program and opportunities for advancement. To learn more visit www.PIRGCampusAction.org

LOCATIONS
We’re hiring organizers to work on college campuses in California, New Jersey, Massachusetts, Oregon, North Carolina, and a few other states. Immediate openings also available.

PIRG Campus Action is part of The Public Interest Network — a group of organizations that share a vision of a better country, a set of core values, and a strategic approach to getting things done. Visit www.publicinterestnetwork.org to learn more.

Each of the groups that partner with PIRG Campus Action is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of race, color, national or ethnic origin, religion, age, sex, disability, pregnancy, sexual orientation, gender identity or veteran status.

For Los Angeles-based positions: PIRG Campus Action will consider for employment qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring
Postdoc & full time RA positions at the Wisdom & Culture Lab in Waterloo

Postdoctoral Research Fellowship in Psychology
University of Waterloo, Ontario, CANADA

The Wisdom and Culture Lab in the Department of Psychology at the University of Waterloo (uwaterloo.ca/wisdom-and-culture-lab), directed by Professor Igor Grossmann, is seeking applications for a 2-year Post-Doctoral Research Associate, beginning Spring/Summer 2018. The postdoc is broken into two one year segments, with opportunity for renewal at one year mark assuming excellent performance.

POSITION DESCRIPTION: The successful candidate will work closely with Dr. Grossmann on projects funded by the Ontario Early Researcher Award and the Pathways to Character Initiative, examining the topics at the intersection of cognitive science, reasoning and metacognition, stress and emotion regulation, social ecology, and computer science (with a special focus on machine learning and mobile physiology assessment). Our interdisciplinary team is at the forefront of experimental wisdom research and the post-doctoral associate will have an opportunity to learn about the lab’s methodological advances and contribute to their further development. The postdoc will enjoy unique opportunities to collaborate on ongoing research, develop new studies, co-author publications, forge new scholarly connections within the Department, and advance his/her independent program of research.

QUALIFICATIONS. Competitive candidates will have: a PhD in psychology or a related discipline by the time of appointment; a strong track record of research and interest in topics such as stress/emotion regulation, metacognition, reasoning, social ecology, machine learning, excellent quantitative statistical skills, and excellent manuscript writing skills. Extensive programming and/or big data analytic experiences are greatly desired.

Salary will be benchmarked above the SSHRC postdoctoral fellowship pay scale at approximately $45K per annum plus benefits. Postdoctoral candidates who have their own funding may also apply.

APPLICATION INSTRUCTIONS. Please submit the following materials to Ms. Sonia Vintan by email (mailto: svintan@uwaterloo.ca): a cover letter; CV; a 2-3 page personal/research statement containing biographic information, relevant research experience, and career goals; up to three sample publications; and the contact details of three referees. Review of applications will continue until the position is filled.

Please direct inquiries to Dr. Grossmann by email (mailto: igrossma@uwaterloo.ca).
Seeking Postdoctoral Associate and Full-Time Research Assistant  
University of Waterloo Department of Psychology  
Waterloo, CANADA

**Overview:** We are now hiring to fill 2 new research positions in Psychology at the University of Waterloo, located about 1 hr from Toronto. Applications are sought for (1) a Postdoctoral Associate and (2) a full-time Research Assistant (RA). Successful candidates will work closely with Dr. Igor Grossmann to coordinate and initiate new research on a wide range of topics represented in the Wisdom and Culture Lab (uwaterloo.ca/wisdom-and-culture-lab).

**Postdoc Position:** Applicants for the postdoc position must have a PhD in Psychology or related field and strong interpersonal, writing, quantitative, and programming skills. Though not essential, candidates should preferably have a specialization in Cognitive or Social Psychology, an interest/background in research on cognitive science, stress/emotion regulation, and/or big data analytics. The position has a flexible timeline, with preference for a 2-year commitment. A competitive salary, including benefits, will be provided. Postdoctoral candidates who have their own funding may also apply. Participation in department-wide activities and collaborations will be encouraged, as applicable.

**Full-time RA Position:** Applicants for the full-time RA position should have an undergraduate degree in Psychology or related field, with a desire to gain valuable research experience before applying to graduate school. The position has a flexible timeline, with preference for a 2-year commitment. A competitive salary, including benefits, will be provided. The position will involve coordination of grant-funded research studies, including participant recruitment and data collection and management. The successful applicant will benefit from unique opportunities to participate and train in experimental, survey, and big data research methods within an academic setting and to gain exposure to a community population from the greater Waterloo area. Preferred qualifications include an excellent academic record, strong interpersonal, leadership, writing, and organizational skills, programming skills (R, Python), background in psychophysiology, and experience with data management and analyses.

**How to apply:** All interested applicants for either position should contact Igor Grossmann directly at igrossma@uwaterloo.ca to signal their desire to apply or seek additional information. Review of applications will begin immediately and continue until the positions are filled.

➤ **Career Connections: Environment & Sustainability**

**Career Connections: Environment & Sustainability**  
Wednesday, November 1  
6:00-8:00pm  
Career Center Blue & Gold Room  
RSVP via Handshake  
Facebook event link
Work Opportunities – Week of October 30, 2017

Join us for an informal networking session with alumni and professionals in the environment & sustainability fields.

Full List of Participating Cal Alumni and Professionals:

- Aliyya Mattos, Global Manager of CSR and Sustainability at CellMark - BA Peace and Conflict Studies '08
- Ben Taube, Sustainable Design Specialist at HOK - BA Sustainable Environmental Design, Music '16
- Bharat Singh, Senior Associate at Community Design + Architecture, Inc - Master of Development Practice '18 (UCB CNR)
- Chuck Everett, Business Development at Soukos Environmental USA, Inc. - BA Social Sciences '69
- Claire Stein, Project Manager at DPR Construction - BA Architecture '03
- Claudia Garcia, Associate Planner at PlaceWorks - BS Molecular Environmental Biology; MA Anthropology '10
- Dominic Molinari, Senior Energy Engineer at Newcomb Anderson McCormick - BS Environmental Engineering Science '12; MS Energy Civil Infrastructure and Climate '13
- Eric Duran, Regulatory Analyst at California Public Utilities Commission - MA Agricultural and Resource Economics '13 (UCD); BA Environmental Science ’11 (UCR)
- Henry Kwok, Analyst, Asset Management at Tesla Inc. - BS Environmental Economics and Policy '16
- Janet Brewster, GIS Specialist at California Department of Fish and Wildlife - BA Geography '93
- Maxim Levet, Data Scientist at Solar Spectrum - BS Civil and Environmental Engineering '12
- Monica Harnoto, Product Management Senior Specialist at Bloom Energy - BS Environmental Sciences '13
- Paul E. Jacobs, Assistant Executive Director & Enforcement Director at California Energy Commission - BS Environmental Sciences/Natural Resources '82
- Portia Olivia Boykin, Regional Diversity Recruiter, CA at Peace Corps - BS Food Science and Technology '07 (AAMU)
- Sara Mulhauser, Senior Project Manager, Supply Chain at Bloom Energy - BA Architecture '99
- Sharon Harichandran, Managing Consultant at Ramboll Environ - BA Integrative Biology '01
- Timothy McGowan, Senior Civil Engineer at East Bay Municipal Utility District / Board Member at Castro Valley Sanitary District - BS Civil Engineering (UCD) '93
-----What are Career Connections?-----
Co-sponsored by the Cal Alumni Association, Career Connections are your opportunity to meet face-to-face with alumni and professionals representing a variety of roles within a career field. The format connects you to individuals & opportunities in a low-stress, approachable environment. Following a brief kick-off and introductions, the session will consist of open networking with alumni, professionals, and peers who share your career interests. Gain insider knowledge about hiring practices and create meaningful connections that could lead to a future internship or job!

Open only to UC Berkeley students (all majors and class levels) and Alumni Advantage members.

Business casual is recommended.

Co-sponsored by the Cal Alumni Association
Co-hosted by the Student Environmental Resource Center
Employment Opportunities for your students (Administrative Assistant & Psychological Technician)

The Trauma and Stress Recovery Center (TSRC) located at Oakland City Center has a full time position available for an Administrative Assistant.

TSRC is seeking an individual with previous administrative experience, ideally within a medical or health related environment.

The TSRC staff consists of psychiatrists, psychologists, and nurse specialists providing evaluation and treatment, including psychotherapy, medication management, stress management, and biofeedback. TSRC creates a safe environment for individuals who wish to better their lives, recovery from trauma, and manage pain.

We are especially interested in applicants with proactive problem-solving skills capable of multitasking demands from clinicians, patients, and insurance companies. The position includes the following responsibilities:

1. Administrative work, including Microsoft Office, development of Excel worksheets, Google Drive, Google calendar, and management of patient data.
2. Authorizations for Workers’ Compensation: Contacting insurance companies, communicating with clinicians, and processing proper paperwork to obtain approvals for patient treatment.
3. Working directly with Administrative Coordinator in billing and collections.
4. Answering and managing various types of phone calls that are both administrative and clinician related.

We seek individuals who demonstrate the following:

- Attention to detail
- Willingness to learn
- Strong written and verbal communication skills
- Excellence in attendance and punctuality
- Team player
- Ability to speak multiple languages is desired (Spanish, preferably)

Please fax a cover letter explaining how you specifically meet the above qualifications with a copy of your resume or CV.

Please do not reply to this ad by email or telephone.

Trauma & Stress Recovery Center  
Fax: (415) 563-2273  
Hours of operation: Monday – Friday, 8:00 am to 5 pm

Christian Asuelo  
Practice Administrator
COREY S. BERCUN, Ph.D.
Diplomate in Behavioral Medicine
Licensed Psychologist PSY 6995

TRAUMA & STRESS RECOVERY CENTER
500 12th STREET, SUITE 110, OAKLAND, CA 94607
230 BEL MARIN KEYS BLVD., STE. B-4, NOVATO, CA 94949
75 BROADWAY, SUITE 202, SAN FRANCISCO, CA 94111
FAX (415) 563-2273
TEL (415) 346-8640

Trauma and Stress Recovery Center (TSRC)
Psychological Technician Position

The Trauma and Stress Recovery Center (TSRC) located in Oakland is offering a full-time position for college graduates who are looking for employment in the health or clinical field. TSRC staff consists of psychologists and nurse specialists who use psychological and psychiatric expertise to provide evaluation and treatment, including psychotherapy, stress management, and biofeedback. TSRC creates a safe environment for individuals who wish to better their lives and manage pain levels. As an employee, you will be given the opportunity to help the doctors and nurses provide services by completing the following tasks:

- Compiling psychological test information and reviewing psychological test batteries for completion
- Assisting patients with psychological testing
- Reviewing medical records
- Use intake and testing information to generate consultation reports
- Data entry of psychological evaluations
- Taking blood pressure and assisting patients with biofeedback treatment
- Assisting the billing department
- Obtaining medical authorizations for patients
- Assisting with administrative tasks necessary for smooth functioning of the clinic

Qualifications for Psychological Technician Position:

- Bachelor’s degree in psychology or a related field
- Excellent writing skills
- Detail oriented and organized
- Expertise in Microsoft Office and Google Drive products
- Familiarity with psychological testing/data entry and processing (preferred)
- Work experience in health and/or mental health fields (preferred)
- Bilingual (preferred)
- Able to begin training part-time for the remainder of the semester (if still in school)
- Able to commit full-time (40 hours per week) after graduation

Applicants should provide a brief cover letter indicating interest and qualifications, resume which includes relevant experience, and a writing sample (such as a short essay).

Trauma and Stress Recovery Center
(415) 346-8640 or christian.tsrr@gmail.com

Hours of operation: Monday-Friday, 8 a.m. to 5 p.m.
Gap Year Opportunities for UC Berkeley Psychology Students (Full-time)

Job Title: Gap Year Associate (Full-Time)
Location: Burlingame, CA

Cardinal Education is seeking a Gap Year Associate to join our team in Burlingame, CA! We are an extremely dynamic and collaborative company focused on providing top-tier expertise on admissions and tutoring to families. As part of a rapidly-growing enterprise, we have deep expertise in education and are constantly improving. After training, we continue to learn from each other to build the best network of coaches possible. Associates taking a gap year will be uniquely positioned to gain valuable exposure to client relations and business development that will greatly assist them as they navigate their admissions process. We provide them with flexibility, support, incredible leadership opportunities, and more.

Responsibilities:

Academic Coaching and Mentoring

- Become one-on-one academic mentors for students by providing the support they need in various subject and/or test prep areas
- Complete our comprehensive training programs that equip you to successfully:
  - Identify students’ unique strengths and weaknesses
  - Build students’ curiosity and confidence in their own abilities
  - Change students’ lives by reducing stress and guiding them through academic struggles

Business Development

Gain exposure to core business functions through our rotational system, working in-office on tasks including but not limited to the following:

- Develop new curriculum for our current programs
- Build partnerships with educational professionals, businesses, schools, local organizations, and more
- Support our nonprofit program and gain community service experience
- Conduct client relationship management functions
- Develop, implement, and coordinate recruitment initiatives and company policies

Requirements:

Eligibility

- Have a car or personal vehicle (excluding bicycles) and a willingness to travel to students’ homes
- Have a current driver’s license, insurance, and active car registration
Have a willingness to work evenings and weekends to meet objectives

Experience

- No previous full-time work experience or tutoring experience is required - we will train you. However, tutoring and/or test prep experience is a plus.
- Experience in developing and/or completing complex projects
- Experience in working successfully in a group

Education

- Bachelor’s Degree

Knowledge and Skills

- A high level of energy and sociability
- Exceptional writing ability
- Ability to communicate effectively with a broad spectrum of people including executives, students, and other tutors
- A highly process-oriented and detail-oriented approach to work
- Familiarity using social networking platforms
- Ability to work independently across multiple disciplines and functions
- Experience with Microsoft Word and/or Google Docs
- Experience with Adobe Photoshop, Microsoft Publisher, and marketing material is a plus

Gap Year Opportunities for UC Berkeley Psychology Students (Part-time)

Job Title: Gap Year Coach/Mentor (Part-Time)
Location: San Francisco Bay Area, CA

Cardinal Education is seeking a Gap Year Coach/Mentor to join our team in Burlingame, CA! We are an extremely dynamic and collaborative company focused on providing top-tier expertise on admissions and tutoring to families. As part of a rapidly-growing enterprise, Coaches have the opportunity to make a significant impact by working one-on-one with students in a variety of subjects. Through a rigorous training program and regular guidance, we heavily invest in our Coaches to develop exceptional professional and coaching skills. Coaches taking a gap year will be uniquely positioned to gain valuable exposure to client relations that will greatly assist them as they navigate their admissions process. Here at Cardinal Education, we constantly provide gap year students with incredible flexibility and support as they take time off to apply to graduate programs.

Important Note: Cardinal Education does NOT require an exclusivity contract for Part-Time Coaches.
Responsibilities:

Academic Coaching

- Become one-on-one academic mentors for students by providing the support they need in various subject and/or test prep areas
- Execute individualized study plans to improve students’ conceptual understanding, study skills, and organization
- Guide students toward success on standardized tests
- Prepare lesson plans, find supplemental material, and communicate with families to ensure progress
- Complete our comprehensive training programs that equip you to successfully:
  - Identify students’ unique strengths and weaknesses
  - Build students’ curiosity and confidence in their own abilities
  - Change students’ lives by reducing stress and guiding them through academic struggles

Requirements:

Eligibility

- Have a car or personal vehicle (excluding bicycles) and a willingness to travel to students’ homes
- Have a current driver’s license, insurance, and active car registration
- Ability to commit to working with students through the current academic year
- Ability to work at least 4 hours per week

Experience

- Experience in tutoring and/or test prep

Education

- Bachelor’s Degree in-progress

Knowledge and Skills

- Ability to work independently yet dutifully within company pedagogy and processes
- Apply relentless dedication to delivering results
- Drive to help cultivate student thinking so that students become well-rounded and no longer need coaching
- The ability to communicate effectively with a broad spectrum of people including executives, students, and other tutors.
NIH Fellowship Opportunity

RESEARCH ASSISTANT POSITION

Mood, Brain & Development Unit, National Institute of Mental Health

Are you interested in neuroscience research and working with children/adolescents?

The Mood, Brain and Development Unit (MBDU) is seeking qualified applicants for a two-year, paid Intramural Research Training Award (IRTA) Fellowship, with employment starting in June 2018. IRTAs are part of a multidisciplinary research team of physicians, psychologists, clinical social workers, and psychiatric nurses at the nation’s largest medical research center, the National Institutes of Health in Bethesda, Maryland.

Within the Emotion and Development Branch of the NIMH, the Mood, Brain and Development Unit is led by principal investigator Argyris Stengeris, MD PhD, and conducts research using fMRI data to study the pathophysiology, treatment, and prevention of childhood-onset mental illness. Our studies are on the cutting edge of longitudinal research studying children and adolescents with major depression.

As a research assistant with MBDU you will gain experience working with patients in inpatient and outpatient settings. You will be involved in all aspects of the research process including observing diagnostic interviews with patients, administering standard psychometric measures, training subjects to participate in neuroimaging, and analyzing neuroimaging data. Duties and responsibilities include: patient and healthy volunteer screening and recruitment; protocol implementation; data collection, entry, and analysis; and manuscript preparation. This work involves using statistical and graphics programs and researching scientific literature.

Successful applicants will be awarded post-baccalaureate IRTA Fellowships which provide opportunities for recent college graduates to engage in biomedical investigation. The full-time, two-year positions require a bachelor’s degree and a U.S. citizenship or permanent resident status (resident alien). Post-baccalaureate fellows are also expected to initiate the application process for graduate or medical school. DHHS and NIH are Equal Opportunity Employers.

Please complete the MBDU application found at the following website no later than December 15, 2017:

https://goo.gl/forms/KTM4Qwc3XxdlHaw2

Resume and unofficial transcript may be sent by email to Aria Vitale, aria.vitale@nih.gov, (301) 496-2179

Please complete the universal NIH IRTA application no later than January 15, 2017:

https://www.training.nih.gov/programs/postbacc_irta
SERC/TGIF Are Hiring!

The Student Environmental Resource Center and The Green Initiative Fund are both hiring for the Spring 2018 semester. Work hours are flexible, the work environment is supportive and fun, and it's a great way to get meaningful job experience in the sustainability field!

Open positions are:
- TGIF Program Associate: [https://berkeley.joinhandshake.com/jobs/1093970](https://berkeley.joinhandshake.com/jobs/1093970)
- Community Engagement Associate: [https://berkeley.joinhandshake.com/jobs/1098459](https://berkeley.joinhandshake.com/jobs/1098459)
- Social Marketing Associate: [https://berkeley.joinhandshake.com/jobs/1098406](https://berkeley.joinhandshake.com/jobs/1098406)

Further information and application material can be found via the Handshake links above. Applications are due Friday, November 10th.

Impact Fall Job Application Deadline: Nov. 10

Impact is hiring our next class of organizers.

Our fall application deadline is next Friday, Nov. 10.

Impact organizers are on the ground to mobilize businesses, faith leaders and citizens to demonstrate the commitment to keeping our promises on climate change, and transitioning a sustainable, renewable energy economy.

Many of our organizers are working with elected leaders in states across the country to meet goals of getting to at least 10 percent solar by 2030. Grassroots efforts like these have helped triple solar nationwide in just the last two years.

Our campaign organizer position is a great way to help them start building the skills they need for a career in advocacy or organizing.

Part-Time Graduate Level Position in Alameda

**Title:** Bilingual (English/Spanish) Field Interviewer (Contract Position)

**Location:** Alameda County, CA
Compensation: This is a contract position that is part-time and paid on a per-interview basis. Interviewers will receive $130 per completed interview. Field interviewers will receive additional stipends for local travel/phone usage, participation in required training and weekly supervision.

Start Date: November 2017

Description: Chapin Hall at the University of Chicago is seeking motivated and detail-oriented bilingual (English/Spanish) individuals to work as field interviewers under contract on an exciting new three-year study aimed at examining innovations in healthcare to prevent and reduce the impact of stress for young children and their families. Field interviewers will conduct research study activities including: family recruitment, ongoing engagement of families in the study, and data collection activities with parents or caregivers of young children receiving primary health care services. This position requires working in Alameda County, CA and surrounding communities. The time commitment is approximately 15-20 hours per week. It is anticipated that field interviewers will complete 3-5 interviews per week, with the possibility this number would increase over time. This is a grant-funded contract position.

Field Interviewers will be compensated on a per interview basis and will earn an additional incentive based on work quality. Time associated with administrative tasks (e.g., scheduling with families, ongoing outreach, travel time to and from interview location, data entry, conducting the interview) is included in the per-interview rate. A monthly stipend for transportation and cell phone usage will be provided. Field interviewers will also receive a monthly stipend to participate in required weekly 1-hour supervision meetings.

Duties Include:

- Creating a weekly family recruitment schedule with pediatric primary health care clinic staff to identify eligible families.
- Engaging/recruiting families in the study by partnering with clinic leads and using the process identified by the clinic and Chapin Hall to inform and consent participants.
- Conducting baseline, 6, and 12-month interviews, maintaining high study retention rates.
- Completing CITI Institutional Review Board (IRB) and Health Insurance Portability and Accountability Act (HIPAA) training.
- Completing and videotaping two family engagement “rehearsals” prior to data collection.
- Maintaining and updating documentation of family engagement (e.g., family contact log, incentive log, family interviews) on a per contact basis.
- Coordinating with other field interviewers at the clinic site about clinic recruitment schedules.
Work Opportunities – Week of October 30, 2017

Maintaining an open and transparent relationship with Chapin Hall and clinic research team by:

- Providing weekly updates to clinic and Chapin Hall teams regarding recruitment and data collection progress and challenges.
- Participating in weekly group supervision calls with Chapin Hall that include technical assistance and training (1 hour) and monthly peer supervision (1 hour) to review interview audio files and reflect on best practice.
- Participating in individual supervision calls with Chapin Hall as needed.
- Contacting Chapin Hall team for support as needed to address time sensitive issues.
- Notifying Chapin Hall and clinic staff and follow clinic established protocol should any families need support following participation in the interview.
- Participating in annual training.

Required Qualifications:

- Minimum of Associate’s Degree.
- 2-5 years of experience in community-based health or social service related setting.
- Bilingual (English/Spanish) oral and written fluency required. May be asked to complete a Spanish language proficiency assessment.
- Excellent verbal communication and organizational skills.
- Strong computer skills for use of tablets in conducting online surveys and data entry.
- Access to regular and reliable cell phone to engage and maintain communication with families throughout study.
- Ability to work as part of a team.
- Travel required:
  - Required local travel using own transportation.
  - Annual travel to Chicago, Illinois to participate in training (Chapin Hall will cover travel costs).
  - Occasional evening hours required.

Field Interviewer Description:

Preferred Qualifications:

- Bachelor’s Degree in social work, human development, developmental psychology, or related field.
- Bicultural Spanish speakers preferred.
- Research experience (i.e. interviewing, collecting surveys, etc.).

Review of Applications will Begin: November 2017

Final Contract contingent on the results of a background check.
Submit: Cover letter and resume or curriculum vitae.

Apply to: Angela Sander: ch-toxicstressstudy@chapinhall.org