

Work Opportunities – Week of November 22nd, 2021

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Research Coordinator Positions at Rutgers University

The Kleiman Lab at Rutgers (kleimanlab.org) is seeking applications for a full-time research coordinator position. We are a growing lab in the Psychology Department at Rutgers that focuses on using technology like smartphones and wearable devices to predict and prevent suicidal thoughts and behaviors. This position is particularly well suited for someone who wishes to gain experience prior to going to graduate school in clinical psychology.

The research coordinator will primarily work on three NIMH-funded projects (<https://kleimanlab.org/research/current-projects/>) focused on understanding and preventing short-term suicidal behaviors in adults and youth through ecological momentary assessment (EMA) and wrist actigraphy.

The position will involve opportunities in three main areas:

1. **Data collection in new and ongoing studies.** Duties in this area involve general research activities on the studies mentioned above (and potentially other new studies as well), including (a) recruiting and screening adults, adolescents and their parents, (b) administering diagnostic interviews to study participants and their parents, and (c) monitoring data entry and cleaning.
2. **Grant and study administration.** Duties in this area involve supporting the regulatory components of the studies, including: (a) Preparing and maintaining Institutional Review Board (IRB) protocols, (b) managing grants, (c) paying participants and (d) coordinating local and multi-site research meetings.

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- 3. General lab activities.** Duties in this area involve supporting daily operations of a growing research lab, including: (a) working with laboratory director and other research coordinators to develop laboratory protocols for data management, personnel, and general laboratory culture, (b) conducting literature reviews and assisting with manuscript preparation, and (c) other general administrative duties to maintain the workings of the lab.

The position will be for two years with a start date in September or October 2021. Salary is competitive and commensurate with experience.

To learn more and apply, please visit this link: <https://kleimanlab.org/join-us/>

Assistant Clinical Research Coordinator at UCSF

Assistant Clinical Research Coordinator
Neurology-Memory and Aging Center
Full Time
61299BR

Job Summary

Under the supervision of a Clinical Research Supervisor or Principal Investigator (PI), the Assistant Clinical Research Coordinator (Assistant CRC) will perform entry-level duties related to the support and coordination of clinical research projects on the impact of genetics on neurodevelopmental differences and neurodegenerative diseases. This position may involve training and development to prepare and advance for journey-level work at the next level within the series.

The Assistant CRC' responsibilities include helping with recruitment, registration, scheduling, and retention of study participants as well as data collection, data entry and analysis. The Assistant CRC will make outgoing calls to research participants to collect questionnaire data. Duties will include: preparing datasets for papers and presentations, preparing and maintaining the compliance of research study ethics approvals, preparing reports and tables using excel and database management tools, completing study forms to submit to sponsors and/or appropriate agencies.

The Assistant CRC will be exposed to either neuroimaging techniques or computer science.

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The Assistant CRC may be responsible for:

- The coordination of one or more single or multi-site, active or follow-up studies; help in preparing protocols for study initiation
- Help designing flow sheets, data forms and source documents
- Gathering and interpreting medical, surgical and laboratory data regarding study subjects
- Applying understanding of inclusion/exclusion eligibility criteria for protocols
- Helping to recruit, enroll, register, schedule and retain study subjects; record protocol specific treatments and assure collection and shipment of samples
- Assisting research personnel to keep patients on study schedules
- Completing study forms to submit to sponsors and/or appropriate agencies
- Collecting and entering quality data into study databases, maintaining data quality
- Assisting with data analysis; assist with preparation of reports and tables; and attend team meetings.

Department Description

The UCSF Memory and Aging Center (MAC) (<https://memory.ucsf.edu/>) is located at the Mission Bay campus in San Francisco, CA. The MAC has over 300 employees and is the largest center in the United States focused on the study of neurodegenerative diseases. Our center includes a multidisciplinary team of neurologists, neuroscientists, neuropsychologists, postdoctoral fellows, nurses and research coordinators who form a rich and highly collaborative learning environment for trainees. The current National Institutes of Health (NIH) rankings show that UCSF Neurology is ranked #1 nationally among departments of neurology at US medical schools (<https://neurology.ucsf.edu/fast-facts>).

Required Qualifications

- HS graduation and sufficient experience and demonstrated skills to successfully perform the assigned duties and responsibilities
- Fluent in written and spoken Spanish
- Proficiency with Microsoft Word, PowerPoint, and Windows
- Excellent verbal and written communications and presentation skills; excellent organizational skills; and excellent interpersonal skills to work effectively in a diverse team
- Excellent analytical and problem-solving skills.

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- 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

Preferred Qualifications

- Background or certification in medical Spanish
- Demonstrated proficiency with medical terminology in English and Spanish
- Ability to abstract data from medical records and transfer it to data collection forms or directly into databases
- Experience working with children
- Familiarity with UCSF processes and systems; experience and knowledge of Committee on Human Research (CHR)/Institutional Review Board (IRB) policy and procedure

About UCSF

The University of California, San Francisco (UCSF) is a leading university dedicated to promoting health worldwide through advanced biomedical research, graduate-level education in the life sciences and health professions, and excellence in patient care. It is the only campus in the 10-campus UC system dedicated exclusively to the health sciences. We bring together the world's leading experts in nearly every area of health. We are home to five Nobel laureates who have advanced the understanding of cancer, neurodegenerative diseases, aging and stem cells.

The full posting and application is [here](#).

Note: Highly recommend that interested students read Dr. Suzee Lee's research papers to get a sense of the work

Full-Time Research Positions - Cincinnati Children's Hospital

FULL-TIME RESEARCH POSITIONS AVAILABLE FOR NEW GRADUATES
in the BEHAVIORAL AND NEURODEVELOPMENTAL PSYCHIATRY & NEUROSCIENCE
RESEARCH GROUP

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The goal of our research group is to understand causes and advance novel, personalized treatment approaches for autism spectrum disorders (ASD) and related neurodevelopmental disorders. Our current laboratory and clinic-based research projects focus on human biomarker development as well as increasing successful outcomes through clinical research and treatment in children and adolescents with Fragile X Syndrome (FXS), idiopathic ASD, Angelman Syndrome (AS), and other neurogenetic syndromes. Projects with individuals with neurodevelopmental disorders include clinical measures of behavior and cognitive ability, neuroimaging studies of brain development using Electroencephalography (EEG), functional Near Infrared Spectroscopy (fNIRS), functional Magnetic Resonance Imaging (fMRI), and transcranial magnetic stimulation (TMS), and medication treatment trials. In our translational neuroscience lab, we use human induced pluripotent stem cells, several mouse models of autism, FXS, and AS, and patient blood/saliva samples to better understand the pathophysiology of these disorders. Our projects also focus on integration of human and animal research in order to identify potential pharmacotherapy targets and biomarkers of treatment response.

We are currently hiring research coordinators for both our human clinical research projects and in our basic science labs. These positions are varied, but generally require a bachelor's degree in neuroscience, biology, computer science, psychology, or related field, and are for a minimum of 2 years. Successful applicants are bright, motivated post-baccalaureate students with a passion for research, neuroscience and autism and related neurodevelopmental disorders.

INTERESTED IN WHAT WE DO?

CONTACT US AT shelley.randall@cchmc.org

PLEASE INCLUDE YOUR RESUME OR CV FOR CONSIDERATION

Clinical Research Assistant Position at Dartmouth College

Full Time Clinical Research Assistant Position at Dartmouth College

The Center for Technology and Behavioral Health (CTBH: <http://www.c4tbh.org/>) at the Geisel School of Medicine at Dartmouth is seeking a full time Research Assistant to work with Dr. Catherine Stanger on a large randomized trial testing web based health coaching for young adults with a chronic medical condition (type 1 diabetes). Research assistants will deliver the clinical intervention and will receive extensive training and supervision in health coaching that includes motivational interviewing and goal setting. Research assistants will also engage in participant screening as well as diverse data and project management tasks.

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Research staff will benefit from the rich academic environment of the CTBH. This position provides excellent experience for persons interested in pursuing graduate study in psychology or other health fields.

RESPONSIBILITIES

The Research Assistant will serve as a web health coach implementing a manualized intervention to promote healthy behavior among young adults with type 1 diabetes. The Research Assistant will also conduct participant screening and onboarding and will engage in data management and prepare materials for the IRB. Opportunities are offered to work with senior investigators and postdoctoral fellows on data analyses, manuscript preparation, and research presentations.

REQUIREMENTS

One year of experience in research with human subjects and/or health coach certification
Bachelor's degree in a Human Service field preferably in psychology, human biology, neuroscience, or related fields.

Experience with Redcap and other database, data management, or statistics software is highly desirable

A 2-year commitment to the position is preferred. The successful candidate will be enthusiastic, responsible, able to work independently, and have strong interpersonal and communication skills as well as meticulous attention to detail.

Date position available: Immediately

Please email resume or CV and cover letter to Dr. Stanger to apply:

catherine.stanger@dartmouth.edu

ISSI Work Study Student Assistant

The Institute for the Study of Societal Issues is hiring students with work study funding.

Monday - Friday 9am-5pm; (8-15 hrs/week depending on your availability and the availability of our other students)

DUTIES:

- Provide Front Desk assistance at large interdisciplinary research institute:
- Outreach to various groups for prizes, grants, etc
- Updating spreadsheets and other documents with new data

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- Updating our websites with news, improving website accessibility
- Researching organizations for outreach
- Assisting with managing our social media presence
- Checking ISSI email inboxes daily
- Answer phones, take messages, greet visitors and guests, accept deliveries, answer questions.
- Assist with publicity for Institute events - flyers, announcements, web postings, etc.
- Perform routine office tasks such as photocopying, scanning, filing, ordering supplies, submitting reimbursements.
- Other office duties as assigned

QUALIFICATIONS:

- Some office experience
- Proficiency with MS Office, Google Suite
- Able to learn new software programs easily
- Familiarity with typical office equipment (printer, copy machine, etc)
- Professional demeanor
- Dependable
- Willing to commit for the school year (academic year)
- Detail-oriented

PREFERRED QUALIFICATIONS:

- Willing to commit for the school year (summer)
- Working knowledge of Adobe Photoshop
- Lived or academic experience with the projects and topics that are the focus of ISSI
- Expertise in creating images for social media
- Video recording/editing

For more information on how to apply, please see the full posting here:

https://workstudy.berkeley.edu/JobRequestForm.aspx?job_num=9423967643

UCSF-Paid Opportunity for Temporary work



JOIN US AS A UCSF DYSLEXIA CENTER RESEARCH PROCTOR

UCSF DYSLEXIA CENTER SCREENING AND EARLY INTERVENTION PILOT PROGRAM

WORKING TITLE: UNIVERSAL CALIFORNIA LEARNING KIT (UC Learning KIT)

UCSF is looking for part-time, temporary proctors to help with our California State funded research study on the development of neuroscience-based, free early literacy screeners and teaching support platform. In the 2021-2022 School year, help develop the latest approaches to assessing 4–8-year-olds in ways that are inclusive, precise, accurate, efficient, and built to connect with real-world, whole-child ways for every teacher to help every child learn to read and thrive.

Responsibilities

- Administering individual digital language and literacy assessments to Kindergarten and Grade 1 students during the designated assessment seasons during school hours.
- Successful completion of training and assessment-related evaluations is required.
- Coordination and collaboration with other project staff and with classroom teachers.

Qualifications

- High school diploma.
- A valid driver's license (that is not under suspension) and reliable transportation.
- Employees should have strong organizational, interpersonal, written, and verbal skills.
- Ability to work independently, problem solve, meet deadlines, and work well with children.
- Must have reliable means of communicating through email.
- Must be available to work M-F during school hours.

Preferred

- Bachelor's degree in Education, Educational Psychology, Developmental Psychology, Child Development, Special Education, or another related field is preferred.
- Experience in teaching/tutoring
- Experience in test administration

Anticipated Salary Range

This position is time-limited, with renewal contingent upon available funds and the needs of the University. Anticipated hiring rate of \$20-28/hour, commensurate with education, skillset, and experience. Mileage is included in pay rate.

Training is required and provided.

Apply [here](#) or contact Emma.Wellman@ucsf.edu for more information!

Clinical Research Assistant Job Opportunity

Full-Time Research Assistant Position at the Nathan Kline Institute for Psychiatric Research

The Clinical Research Department at the Nathan Kline Institute for Psychiatric Research (NKI) in Orangeburg, NY invites applications for a Research Assistant position. Our research involves clinical trials and investigations into the neurobiology of psychiatric disorders including schizophrenia, neurocognitive disorders, and mood disorders. The RA will work on an experienced multi-disciplinary team of psychiatrists, psychologists, social workers, and research nurses. They will coordinate schizophrenia studies, with potential involvement in cognitive impairment and depression studies, under the supervision of Drs. Dan Iosifescu and Matthew Hoptman. This is an excellent opportunity for obtaining research and clinical experience prior to applying for graduate or medical school. NKI fosters a collaborative environment where research assistants have the opportunity to gain excellent clinical and research experience, with the potential for publication.

Job Duties:

- Coordinating clinical trials and/or imaging studies in Schizophrenia and potentially Major Depressive Disorder and Mild Cognitive Impairment
- Community outreach and recruitment
- Pre-screening potential study participants
- Conducting and documenting the informed consent process
- Managing day to day activities of the study including scheduling, problem solving, communication and protocol adherence
- Conducting clinical interviews and administering self-report scales
- Performing medical tasks such as measuring vital signs, drawing blood, and administering EKGs
- Data management including data entry, reviewing data for completeness and accuracy
- Preparing progress and other reports for sponsors and other quality assurance/ethics oversight
- Assisting in the preparation of grant proposals, manuscripts, other professional presentations
- Assisting in preparation and maintaining regulatory documents and IRB submissions
- Other technical and administrative support activities may be assigned

Job Qualifications:

- BS/BA in psychology or related field
- Two-year commitment required
- Prior research experience required
- Clinical and/or research experience with psychiatric or medical populations is preferred
- Willing to complete a phlebotomy certification course and perform blood-draws
- Competent and comfortable with computers and technology
- Excellent communication and interpersonal skills
- Comfort in interacting with adult research participants

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- Excellent organizational skills and attention to details
- Ability to work independently following initial instruction
- Ability to work on a multi-disciplinary team

This position would begin in the Winter of 2021.

If you are interested, please send a CV/resume and cover letter to Allison Sparpana at Allison.sparpana@nki.rfmh.org

Full-Time Research Assistant position at Miriam Hospital/Brown

The **Center for Behavioral and Preventive Medicine at The Miriam Hospital**, a Brown University teaching hospital, is seeking a full-time research assistant for a project examining the impact of childhood maltreatment among adolescents. This project is part of the **Brown Initiative on Stress, Trauma, and Resilience (STAR)** <https://www.brown.edu/initiatives/star/home> and funded by a Center of Biomedical Research Excellence (COBRE) from the National Institute of General Medical Sciences based at the Miriam Hospital.

Overview:

The research assistant will work in a research context performing face-to-face interviews, administering laboratory based executive functioning batteries, handling biological specimens (e.g., saliva), managing a smart-phone based study application, assisting with study logistics (e.g., participant recruitment procedures), and data management/analyses. This is an in-person full-time research position.

Skills/Qualifications:

1. BA, BS, or Master's degree in psychology, public health, or related sciences.
2. Minimum of 1 year of undergraduate or postgraduate research experience.
3. Strong organizational and time management skills.
4. Excellent written and oral communication skills with strong attention to detail.
5. Ability to work independently.
6. Research experience, background in statistics/R and REDCap programming is an asset.
7. Ability to commit to the laboratory for a minimum of 2 years.
8. Ability to speak conversational Spanish is preferred, but not required.
9. Availability to regularly work some evenings and Saturdays is required.

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The position is offered contingent upon the availability of funding. This position will be supervised by Dr. Vergara-Lopez <https://vivo.brown.edu/display/cvergara>.

To be considered for this position, please send a resume/CV and cover letter to Chrystal Vergara-Lopez, Ph.D. (Chrystal_Vergara-Lopez@brown.edu).

Dr. Vergara-Lopez is committed to mentorship for highly motivated research assistants. This is an excellent position to gain valuable experience for individuals interested in pursuing graduate school in psychology or related fields. Opportunities to conduct independent research, submit presentations to conferences, and prepare papers for publication are available.

Professor Assistant Position (Research and Professional Communication)

This position is intended to facilitate the research and professional communication of a Full Professor of Psychology who has retired because of loss of eyesight due to glaucoma. The paid position involves 12 - 15 hours/week (proposed: 15% in-person/85% over the phone) involving the following activities:

- Taking dictation from the professor to be sent by email.
- Reading professional literature such as manuscripts to be evaluated for publication and hence are timely and typically of good quality
- Reading specific articles from journals or from Handbooks including some from unpublished compendia that the publisher has requested evaluations from leading figures in Emotion and Developmental Psychology.
- Meeting with the professor at his nearby home to help with updating computer skills such as G-Suite, streaming video, and other computer, video, and phone functions typically second nature to undergraduates. (Travel will be reimbursed on a taxi-fare or mileage basis.) e.g. these responsibilities will include computer searches for items required by the Professor.

About working with Prof. Campos:

- 1) He is the recipient of a Lifetime Scientific Contribution for the study of Human infancy.
- 2) He was recently noted as being in the top 1% of developmental psychologists by the Library of Congress.
- 3) He is retired only by virtue of loss of eyesight but not for loss of vision.
- 4) He

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has received two distinguished teaching contributions attesting to an ability to relate well to students.

What you'll get out of it:

- Rate offered is \$18/hr + travel reimbursement for Undergraduate Seniors. Paid bi-weekly after filing an invoice/hours worked.
- Excellent opportunity to work closely with a distinguished faculty member.
- Previous students who worked with Prof. Campos say he was an active mentor and a pleasure to work with.

For more information about this opportunity or to find out how to contact Prof. Campos, please email Christine Mullarkey at cmullarkey@berkeley.edu

Research Opportunities for Graduating Seniors

I write to announce the beginning of this fall's pre-doc hiring cycle at the [University of Chicago Booth School of Business](#), and to provide information on how these pre-doctoral positions can help your students. Pre-docs (sometimes called Research Professionals or full-time RAs) are two-year appointments working directly for faculty on their research in the quantitative social sciences (QSS). Students who are interested in graduate study in QSS fields but do not yet feel ready for a PhD program, or who are uncertain whether they want to pursue a PhD, find these positions to be especially useful. Students with rigorous quantitative backgrounds outside of the social sciences (e.g., physics, engineering) have used the pre-doctoral path to transition into QSS programs. Through their work for faculty, pre-docs expand their research toolkit, learn more about the research process, and pick up important credentialing through faculty letters of reference. These are competitively paid positions with full benefits.

If you know of students at any stage in their undergraduate career who might be interested in a research career, please encourage them to [visit our website](#) to learn more. Students can [sign up](#) to hear about new job opportunities when they are ready to apply (e.g., a freshman could sign up to hear about new postings in three years).

The [PREDOC Consortium](#) also provides a wealth of [programming and information sessions](#), as well as [guides to the pre-doc application process](#). PREDOC's offerings are growing rapidly, so students should check back frequently.

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Staff at Booth and PREDOC are more than happy to answer any questions you have about pre-doctoral opportunities. Please reach out to ResearchProfessional@lists.chicagobooth.edu or info@predoc.org with any questions or to arrange a meeting. Please don't hesitate to reach out as one of our goals at Booth is to reduce as much as possible the informational frictions surrounding these positions, to help you advise your students effectively.

Child and Adolescent Patient Navigator for the Wavefront Program Job Opportunity!

The UCSF Wavefront Program provides evidence-based treatment, training, and research to improve emotion regulation for young people impacted by mood, anxiety, suicide, trauma, and obsessive-compulsive related disorders. We are housed in the Department of Psychiatry and Behavioral Sciences at the University of California, San Francisco. Our clinical services consist of a variety of robust cognitive behavioral groups and workshops, individual and family therapy (CBT) for ages 5-25, and a comprehensive dialectical behavior therapy (DBT) program for families with youth ages 13-25.

Our eventual hire will have the opportunity to work closely with highly trained clinicians delivering empirically supported treatments in an academic medical center environment. You will also interact with families seeking care and help them navigate our complex health care system and Department. While this is not a research position, we collect data on all of our patients and infuse research into all of our programs. You will be immersed in a supportive team culture that values collaboration and innovation.

The right candidate is independent, responsible, enthusiastic, and interested in the treatment of common (and not so common!) challenges with mood dysregulation across development.

You can apply [here](#) or reach out to our directors for more information!

Sabrina Darrow, PhD, Overall Program Director: sabrina.darrow@ucsf.edu

Natalie Todd, PsyD, Clinical Director, CBT: natalie.todd@ucsf.edu

Esme Shaller, PhD, Clinical Director, DBT: esme.shaller@ucsf.edu

Work Study Opportunity - I School Student Affairs

Assistant

The I School Student Affairs team is seeking 1–2 detail-oriented, motivated, and personable student(s) to join our team! Must have a positive and professional attitude, look forward to helping with a wide variety of tasks, and the ability to work independently and with a team. We have high expectations of our student workers, but in return we will provide an environment where you can learn, contribute, and wherever possible, utilize your skills and interests. Applicants should have a strong level of professional experience working within an office setting. Student workers will be required to complete FERPA training.

Responsibilities

- Sit at the front office desk and respond to student/faculty/staff requests (such as room calendars, checking out keys, printing, etc.)
- Respond to student affairs email inquiries
- Professionally communicating with faculty, students, and staff
- Use InDesign and other computer programs to prepare/edit/design various documents (certificates, face pages, event programs, name tags)
- Update Google Calendars for events and class scheduling.
- Create surveys in Survey Monkey and Google Forms and analyze survey results
- Help with event preparation (creating welcome bags, documents, organizing swag) and helping at events as needed.
- Other miscellaneous tasks/errands as needed.

Required Qualifications

- Berkeley undergraduate student, available throughout the academic year (Sept–May), with a minimum enrollment expected at UC Berkeley through Spring 2022
- Related clerical and front office experience in a multi-tasking office environment preferred.
- Excellent organization and oral/written communication skills. Ability to maintain confidentiality.
- Computer Skills Required: Google Products, Adobe InDesign and Acrobat, Microsoft Word, Excel and PowerPoint.
- Attention to detail, thoroughness, and reliability.
- Ability to function well in a busy environment, prioritize multiple tasks with different deadlines, and work with frequent interruptions

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- Ability to be self-directed, but also ask for assistance and collaborate when needed.
- Professional manner with dealing with inquiries and requests.

Preferred Qualifications

- Sophomore or Junior undergraduate preferred.

Additional Information

This position requires students to work physically on campus in an office at UC Berkeley. Student employees are required to comply with all campus policies including vaccination and mask requirements.

Start date

Fall 2021, with opportunities to begin in the Spring of 2021

Schedule

6–10 hours per week, throughout the academic year (August–May)

Compensation

Student Assistant II, \$17 per hour. Work-study is required.

How to Apply

To apply, please email the following to Megan O'Connor (moconnor@ischool.berkeley.edu):

- resume
- short note expressing why you are interested/qualified in the role
- potential working hours for the semester (Monday – Friday afternoons preferred, but not required)

UW Part Time Research Assistant Position: War/Refugee Trauma-Focused

The Center for Anxiety and Traumatic Stress at the University of Washington (Seattle, WA) will be hiring a Bachelor's level research assistant responsible assisting U.S. and internally-based trials examining the effectiveness and implementation of a brief faith-based, lay-led intervention addressing the mental health of those who have undergone war and refugee trauma, using community participatory research methods.

This involves supporting administrative and project management, specifically facilitating materials and data collection for various agencies and mosques, community events, training, and groups. Other duties include submission of administrative oversight and funder materials and data management.

Preference will be given to candidates with related content experience and those who have prior research experience, such as a research assistant or senior honor's thesis. The position begins Nov. 15, though negotiable, and is a 20-25% percent time position. Initial remote work is possible, though position likely entails in person work in the future based in the Seattle area and possibility of converting to a full-time RA position. Initial inquiries about the position may be directed to Lori A. Zoellner, Ph.D., at zoellner@uw.edu.

New positions available at Purdue University!

We are excited to share several openings to work on our new National Institutes of Health (NIH) funded clinical trial on service dogs for military veterans with posttraumatic stress disorder (PTSD) and their families. The focus of our lab's research is the psychology of human-animal interaction (HAI). Job descriptions can be found [here](#). We will fill the positions for which we receive the best candidates. If you are interested and would like to learn more, send a cover email and your CV/resume to Dr. O'Haire at mohaire@purdue.edu. We look forward to hearing from you!

Openings include:

- Lab Manager
- Research and Operations Manager

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- Postdoctoral Research Fellow
- Research Assistant – Participant Communication

Lab website: www.humananimalinteraction.org

Lab Manager Position, Georgetown Lab for Relational Cognition

The Georgetown Laboratory for Relational Cognition, directed by Dr. Adam Green, anticipates hiring a full-time lab manager to coordinate and conduct research on learning, reasoning, and creativity in high school students and young adults. The lab manager will contribute to ongoing large-scale grant funded projects and help in development of new projects. The preferred start date is late May/early June 2022. For more information on the lab, see cng.georgetown.edu

Primary Responsibilities:

- Collection of brain-imaging data (primarily fMRI), as well as behavioral and survey data
- Recruitment of study participants
- Coordination of lab members to conduct ongoing projects
- Organization of professional and informal lab activities
- Administration of grant budgets for multiple ongoing and developing projects - Many other duties as needed and depending on interest/motivation, including direct involvement with planning research projects and analysis of collected data

Required Skills and Qualifications:

- Bachelor's degree
- One or more years of undergraduate or postgraduate research experience, ideally in the biological or psychological sciences
- Willingness to learn new skills and enthusiastically take on new projects and responsibilities
- Attention to detail, high level of self-motivation, and strong interpersonal and organizational skills

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- Strong computer skills

Preferred Skills and Qualifications:

- Experience gathering and analyzing fMRI data
- One or more years of leadership experience
- Programming experience (e.g., E-Prime, MATLAB, Python)

To apply for this position:

Applicants should send a cover letter describing relevant experience and career goals, a current resume/CV, an unofficial college transcript, and contact information for two or more people who can readily comment on the applicant's qualifications to cnglab@georgetown.edu. Please address any questions to Grace Porter at gp548@georgetown.edu.

Georgetown University is an Equal Opportunity/Affirmative Action Employer and all qualified applicants will receive consideration without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law. If you are a qualified individual with a disability and need a reasonable accommodation for any part of the application and hiring process, please see the Georgetown website for more information, or contact the Office of Institutional Diversity, Equity & Affirmative Action (IDEAA) at (202) 687- 4798. This position requires a criminal background check performed by Human Resources. Compensation is based on Georgetown pay scales, depending on qualifications and experience.

Neurofeedback Technician Position

Brain Builders Neurotherapy offers a unique opportunity to individuals who are interested in starting a career in the cutting-edge industry of Neurotherapy. We educate and train you as Neuro-Technicians in one of our clinics in the Bay Area.

Brain Builders Neurotherapy specializes in non-medication, cutting edge approaches for optimal brain recovery and performance across the lifespan. We use EEG Neurofeedback and Neuromodulation to help clients learn how to self-regulate their brain's activity and regain a healthier brain and better quality of life. We have clinics in Walnut Creek and Santa Rosa, CA.

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We serve a diverse group of clients ranging from children to older adults, presenting with a variety of medical and psychiatric disorders such as traumatic brain injury, cerebral vascular accident, movement disorders, neurodegenerative disorders, ADHD, learning disability, sensory processing disorders, depression, anxiety, trauma, and sleep disorders.

Job Type: Part-time (15hrs/week)

Pay: \$18.00 - \$20.00 per hour

Job Duties:

- Implementing neurofeedback protocols and monitoring clients during neurofeedback sessions
- Monitor client responses to training sessions, coordinate with clinical supervisor if training adjustments need to be made
- Collect EEG data for processing
- Administrative duties such as client scheduling, record keeping, and responses to inquiries
- Ensures that medical record documentation protocols are complied with in an ethical and timely manner
- Keep clear, detailed, and concise records of training sessions, goals, and treatment response in a timely manner
- Clean and sterilize equipment, monitor supplies levels, and notify appropriate parties when supplies are low
- Model and promote healthy communication, customer service, and positive representation of the organization

Benefits:

- Gain valuable experience in the psychology and neurotherapy field
- Pays hourly
- Flexible schedule but availability on Sundays preferred

COVID-19 considerations:

Due to the nature of our work, telehealth is not available as a treatment option and all services are provided in person. We strictly follow COVID-19 guidelines and are diligent in taking the necessary precautions to prevent the spread of COVID-19. Please refer to our COVID-19 safety plan for details. Employees are asked to follow these guidelines and to have either been vaccinated or be willing to undergo vaccination in order to work in our clinic. All clients are required to wear a mask and fill out Covid-19 screening.

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Education/Qualifications:

- Associate's
- Bachelor's (preferred)
- Good verbal and written communication skills
- Good time management and organizational skills
- Interpersonal relationship skills necessary in order to relate to a wide variety of internal and external contacts including clients, families, referral sources, other employees, etc.

Work Location: Walnut Creek, CA.

Thank you for your interest in the position!

Please send your resume and a cover letter to Dr. Nehring at drnehring@norcalbrainbuilders.com

Clinical and Implementation Science Program Assistant Judge Baker Children's Center

Job Overview: Judge Baker Children's Center (JBCC), a Harvard Medical School affiliate, is currently accepting applications for a full-time position split between the Center for Effective Child Therapy (CECT), JBCC's outpatient training clinic (60%) and the Quality Care Initiative (QCI) (40%). In the CECT portion of the position, the Program Assistant will provide a wide range of support services to the Clinical Director and Director of Clinical Operations, as well as to staff clinicians and internal trainees at CECT. In this role, the Program Assistant will provide direct administrative and operational assistance in support of business operations at CECT. The efforts of the Program Assistant will help support JBCC in providing the highest quality of behavioral health care and other services for the children and families we serve. In addition, the Program Assistant will help support early career mental health professionals and clinical training students, who provide treatment at CECT or who are trained by JBCC faculty.

The Program Assistant will also provide support for activities within Judge Baker's Quality Care Initiative (QCI) within the Department of Training and Implementation. The QCI works to create lasting improvements in the quality of behavioral health care and other services for all children

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and families through the internal training program and community-based implementation and quality improvement initiatives. The Program Assistant will report to the Director of Implementation and will provide substantial support to the Associate Director of Implementation and Quality Improvement.

We are looking for an individual who is excited about supporting a collaborative, dynamic team of professionals working to improve mental health care for youth and families. Individuals seeking experience in the mental health field prior to applying to graduate school in clinical psychology or another related field are strongly encouraged to apply. A minimum two (2) year commitment is required for the position. JBCC also has an active Cultural Humility, Diversity, Equity, and Inclusion Program to promote diversity in service delivery and staff/faculty recruitment and retention. Applicants representing a diversity of individual and cultural backgrounds are strongly encouraged to join our team!

Essential Duties and Responsibilities:

- Coordinate the intake process for families by conducting in-depth clinical phone interviews with caregivers, coordinating with providers regarding client referrals, answering clinic questions, managing assessment scheduling, facilitating case assignment, and maintaining client waitlists.
- Work in conjunction with the current CECT Program Assistant to supervise a team of undergraduate volunteers, including a full-time co-operative education student.
- Assist with necessary documentation collection and data entry required for electronic medical records.
- Provide families and clinicians with billing support for treatment services.
- Administer, score, and interpret standardized assessment questionnaires and support undergraduate volunteers in these efforts.
- Assist in writing portions of diagnostic assessment reports and pediatrician letters.
- Administer behavioral assessments of children's emotional and social development during initial evaluation.
- Use skills and principles of Parent Child Interaction Therapy to effectively engage in play with young children.
- Participate in weekly supervision, assessment, and evidence-based practice meetings.

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- Support clinical staff by managing confidential documents and preparing supplies and equipment for assessments and treatment sessions.
- Assist with office management services such as: checking in clients, processing payments, and communicating with clients via phone and email.
- Coordinate with the Director of Clinical Operations and Clinical Director to maintain compliance with Department of Public Health standards.
- Manage the application and interview process for incoming co-operative education students and volunteers.
- Produce and distribute meeting minutes.
- Work collaboratively with the Associate Director of Marketing & Communications to keep the department website updated and to develop public relations documents.
- Assist in advertising and marketing efforts, such as creating, updating, and distributing brochures and other marketing materials.
- Coordinate meetings, professional training, contracts, invoices, and other activities supporting the work of QCI.
- Work with QCI staff to coordinate and assist with data systems development and maintenance, data collection, coding, management, and reporting of both process and outcome data
- Conduct literature and data searches/reviews
- Facilitate the preparation and submission of grant applications and grant reports
- Facilitate submission and tracking of Continuing Education credits for trainings
- Assist in the tracking operations of internal training programs
- Facilitate tracking of mental health provider certification process

Qualifications and Skills:

Candidates must meet all of the following requirements:

- A Bachelor's degree (or foreign equivalent) in Clinical, Community, Counseling, School, or Educational Psychology; Social Work; or Public Health from an accredited academic program

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- Excellent interpersonal, organizational and communication skills allowing for skillful interactions with caregivers, children, JBCC staff, undergraduate volunteers, and professionals from other fields.
- Must be extremely organized, efficient, adaptive, and a good team player that likes to work in a collaborative environment
- Strong project coordination skills.
- Proficient with Microsoft Office (Word, Excel, PowerPoint).
- Experience with SPSS or other statistical software preferred
- Oral and written fluency in English
- Must be able to demonstrate discretion and independent judgement while collaborating with a team, bringing flexibility, a sense of confidence and humor, strong time management skills, and an ability to handle multiple projects to this position

Strong applicants will have:

- A career interest in mental health services.
- Knowledge of mental health, education, child welfare, and/or juvenile justice systems.
- Experience with statistical analysis using SPSS for quality improvement or evaluation purposes.
- Experience using online database systems and/or survey tools.

Physical Requirements: Must be able to climb, balance, stoop, kneel, crouch, crawl, reach, stand, walk, push, pull, lift, finger, grasp, feel, talk, hear and be capable of repetitive motion. Position requires exerting up to 20 pounds of force occasionally and/or 10 pounds of force frequently, and/or negligible amount of force constantly. Work requires close visual acuity. Position is not substantially exposed to adverse environmental conditions.

Salary and hours:

- Full time, salaried position commensurate with experience.
- A generous benefits package is provided.

Judge Baker Children's Center is dedicated to the achievement of equality of opportunity for all its employees and applicants for employment without regard to race, color, religion, sex, sexual

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orientation, marital status, age, national origin, disability, veteran status or any other protected group status under federal, state or local law. Judge Baker Children's Center is an Equal Opportunity/Affirmative Action Employer.

The preceding statements shall not be considered a detailed description of all the work requirements of the job. There may be other duties and responsibilities required to achieve the principal functions of the position and to advance the mission of Judge Baker Children's Center.

Applications

Interested candidates send the following materials to training@jbcc.harvard.edu: a cover letter specifically addressing your experience related to the job responsibilities above, and a curriculum vitae. Applicants should also have two (2) reference letters emailed directly from your writer to training@jbcc.harvard.edu.

Please make sure to include the position title in all materials. Applications will be reviewed as they are received until the position is filled. Anticipated start date is January or February 2022.

PhD position available-collaborative research on Earth and Planetary Sciences & Geology and Geophysics

We invite applications for a funded PhD student position for an NSF funded project spanning **high-pressure mineral physics, computational fluid dynamics, and seismology**, aimed at studying **Earth's core**. This project is a collaboration between Earth and Planetary Sciences at **UC Berkeley** and the Department of Geology and Geophysics at the **University of Utah**. We are seeking a student to be hosted at UC Berkeley who will focus on computational fluid dynamics and seismology. Any potential applicants interested in working on the mineral physics aspect of this project are encouraged to contact **Lowell Miyagi** at the University of Utah. The student at UC Berkeley will work in collaboration with the group at University of Utah. This interdisciplinary project will touch on: geomagnetism, fluid mechanics, thermodynamics, crystallography, and geophysics. **The research aims to explore how the mineralogical**

properties of solid iron controlled how it crystallised, and how this influenced the outer core convection and the seismic velocity structure of the inner core.

The applicants will work under the supervision of **Bruce Buffett** and **Dan Frost** (UC Berkeley) and **Lowell Miyagi** (University of Utah). We emphasise the collaborative nature of this project. The students on the project at UC Berkeley and the University of Utah will be encouraged to engage in the other disciplines. Moreover, the students will be supported to visit and work at the partner institution with the other supervisors. The students will also be supported to attend the American Geophysical Fall Meeting and other relevant workshops and conferences.

We welcome students with backgrounds in physics, material science, engineering, computer science, and geoscience. A master's or bachelor's degree in science, engineering, or related fields is required. Programming skills in Python, C++, or MATLAB are preferred. Motivated applicants with strong communication skills, especially experience in scientific writing and presentation are encouraged. These positions are open to students from all countries.

The position will remain **open until filled** and **begin either Spring or Fall of 2022**. We invite interested students to contact Daniel Frost (dafrost@berkeley.edu), Bruce Buffett (bbuffett@berkeley.edu), and Lowell Miyagi (lowell.miyagi@utah.edu). We strongly encourage applications from individuals with disabilities, women, minorities, non-traditional students, and members of other underrepresented groups.

Employment Opportunities with La Cheim

La Cheim provides educational and mental health services throughout Alameda and Contra Costa County at our nonpublic schools, community mental health center, therapeutic behavioral services program, and residential treatment center. They are actively recruiting early career professionals in search of employment opportunities in their chosen careers. They currently have several positions that they are recruiting for, one being for our STRTP program that works with adolescent boys ages 12-17.

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These are the job opportunities with La Cheim:

- [STRTP Direct Care Staff AM Shift La Cheim](#)
- [STRTP Direct Care Staff PM Shift La Cheim](#)
- [TBS Specialist PT-BA-Internship-Practicum La Cheim](#)

We ask that interested applicants send their resumes to careers@lacheim.org or directly to erika@lacheim.org.

Stanford RegLab Job Position

The [Regulation, Evaluation, and Governance Lab \(RegLab\)](#) at Stanford University is hiring full-time pre-doctoral Research Fellows (Computational Science) to join our research team. This is a minimum one-year position, with the option of renewal.

Stanford RegLab is a social impact lab that partners with government and nonprofits to use machine learning and data science to modernize the public sector. We are an interdisciplinary team of data scientists, social scientists, engineers, and lawyers who are passionate about building high-impact demonstration projects for the future of governance. Some of our partners include the Environmental Protection Agency (EPA), the Internal Revenue Service (IRS), the Department of Labor (DOL), and the Santa Clara County Public Health Department (Covid-19 response).

This position is a great next step for those considering graduate school, law school, and/or business school in the future. Prior Research Fellows have been accepted by PhD programs in computer science, economics, and political science and JD programs at top schools (e.g., Harvard, Stanford, Princeton, Yale). In recent years, fellows have been coauthors on RegLab publications for PNAS, JAMA Health Forum, Nature Sustainability, the American Economic Journal: Economic Policy, the American Law and Economics Review, the Journal of Law, Economics, and Organization, ACM FAccT, the Journal of Empirical Legal Studies, and the Stanford Law Review.

The deadline for the first round is 12pm PST on Monday, November 22, 2021. The deadline for the second round is 12pm PST on Monday, December 20, 2021. Applications will be evaluated on a rolling basis and preference will be given to first-round applicants. To be considered, please submit a CV, transcript (unofficial is ok), and project/code samples with your online application.

APPLY HERE:

<https://careersearch.stanford.edu/jobs/research-fellow-computational-science-regulation-evaluation-and-governance-lab-reglab-stanford-law-school-14689>

EOP STEM is looking for student interns! - Deadline 11/29

EOP STEM IS LOOKING FOR STUDENT INTERNS FOR THE SPRING 2022 SEMESTER!

Join our EOP STEM team as a coordinator intern! We are hiring for the Spring 2022 semester and applications are due November 29th. Feel free to email us at eopstem@gmail.com with any questions!

- APPLICATION: tinyurl.com/EOPSTEMInternSpring
- JOB DESCRIPTION: tinyurl.com/STEMInternDetails



WE'RE HIRING!

**JOIN THE EOP
STEM TEAM**

APPLY AS A
COORDINATOR INTERN
FOR THE SPRING 2022
SEMESTER

APPLICATION:
[tinyurl.com/
EOPSTEMInternSpring](https://tinyurl.com/EOPSTEMInternSpring)

Learn more by reading
the job description:
[tinyurl.com/
STEMInternDetails](https://tinyurl.com/STEMInternDetails)

APPLICATIONS DUE:
NOV 29th 11:59PM

Spring BUILD Reading Mentor Opportunity - Deadline 11/28

Become a BUILD Reading Mentor!

Earn work study or field units by helping K-5th graders grow their reading skills! BUILD mentors work in teams at 20 East Bay elementary after school programs to support struggling readers. If you do not have Work Study, you cannot be paid but can mentor for units or as a volunteer. Average time commitment is 5-10 hours/week in the afternoons.

Apply by: November 28 for priority placement at
<http://publicservice.berkeley.edu/programs/build>

Pay: \$16.32/hour in Work Study