

Work Opportunities – Week of June 29, 2020

[Table of Contents](#)

Lab Manager Position at UChicago, 7/1/2020	2
Paid Positions at the D-Lab	2
Child HELP Intake Coordinator	3
SFVAMC paid, full-time Research Associate opportunity	5
Research Coordinator at University of Michigan	7
Full-time Research Professional Needed - Chicago Booth	7
Post-Bac Research Position - San Diego State University	8
Data Analytics and Business Intelligence Assistant	9
I/O Research Psychologist	11

Lab Manager Position at UChicago, 7/1/2020

I am recruiting a lab manager to help me start my new cognitive neuroscience lab in the Department of Psychology at The University of Chicago. I believe it is a great opportunity for graduating seniors who are interested in graduate school to gain full-time research experience.

Please let me know if you require any additional information. I really appreciate your help with this. [Application details can be found here.](#)

All the best,

Akram Bakkour, PhD

www.akrambakkour.com

Paid Positions at the D-Lab

The D-Lab is hiring for several exciting positions related to an [NSF-funded research project!](#) Check out the descriptions below if you are interested in joining the team.

Graduate Student Assistant

The D-Lab is seeking an hourly Graduate Student Assistant to assist with successful implementation of our NSF IUSE research components; including logistics, student recruitment, and project documentation. The position will be for an average of 7 hrs/week for 7 months with the possibility of an extension. To apply, interested Berkeley graduate students should submit [this application](#).

Post-Doc in STEM Education

The Postdoctoral Fellow will support a research agenda with a set of broad questions that are generalizable to undergraduate data science education in many types of four-year institutions. Interested candidates should submit [this application](#) to apply.

Hiring a MAXQDA Consultant

D-Lab is looking for a graduate student familiar with MAXQDA to serve as a consultant on an hourly basis. You would determine how many hours and when to work, allowing you to easily fit this into your current schedule. Common consultation requests are about how to upload data, create and apply codes, and use some of the tools in the “analysis” and “visualization” tabs. If you think you could be a good fit, please fill out [this](#) survey.

Child HELP Intake Coordinator

We are happy to announce a job opening at Child HELP Partnership for an Intake/Research Coordinator. Child HELP Partnership at St. John's University in Queens, NY is a clinical research program focused on the evaluation of prevention and treatment for child trauma. The job entails outreach, assessment, intervention, research, and administrative responsibilities. The job description is attached. We are hoping to have the new person in place by the beginning of August.



Job Opportunity: Intake Coordinator for Clinical Research on Child Trauma

Child HELP Partnership (CHP) at St. John's University is seeking a Bachelor's-level applicant for an Intake Coordinator, beginning August, 2020.

CHP is a program designed to protect and heal children and caregivers from trauma and its emotional impact. Founded in 2001, CHP is nationally recognized as a leading source for evidence-based mental health treatment and prevention of childhood trauma. The CHP team delivers free therapy in our clinic and online for children and their parents. In addition, CHP offers educational trainings to parents, other adults caring for children, and mental health professionals. Parents and caregivers are empowered with strategies to prevent trauma. Clinicians are empowered with scientifically-sound therapies that mitigate the impact of trauma. All programs embed evaluation systems so that they are continually improved.

The Intake Coordinator is critical to the success of these initiatives – handling the following administrative, clinical, and research tasks:

Administrative

- Conduct outreach to community partners, including presentations on child maltreatment, bereavement, and how CHP's services can effectively address children's needs
- Coordinate scheduling of assessments and childcare
- Train and oversee students and volunteers on childcare, data management in Qualtrics and SPSS, psychological assessments, and other lab protocols
- Maintaining supplies for all clinical research projects
- Assist with development and fundraising activities

Work Opportunities – Week of June 29, 2020

Clinical

- Conduct phone screens with caregivers of traumatized and grieving children
- Administer standardized assessment measures to caregivers and children (ages 4-17) who have experienced interpersonal maltreatment and/or traumatic bereavement
- Conduct risk assessments as needed for self-harm, psychotic symptoms, and child maltreatment
- Provide psychoeducation on trauma symptoms and trauma-specific cognitive-behavioral therapy

Research

- Compile applications and amendments for the Institutional Review Board
- Assist with data collection and management, including building online data collection via Qualtrics, writing SPSS syntax, and data entry and cleaning
- Assist with data analysis for grant reports
- Conduct thorough literature reviews on psychological measures to help supervisors determine appropriate protocol changes

The Intake Coordinator works closely with CHP leadership and staff in a supportive environment.

This is a great opportunity to:

- Gain experience in a clinical research setting, essential for those interested in pursuing related graduate programs
- Strengthen research skills
- Hone and present independent projects at research meetings

This position requires a two-year commitment due to the time spent on training of new staff.

The Intake Coordinator's schedule is: Monday-Friday, 11am-7pm.

Start date in early August to allow for training by current Intake Coordinator.

Required skills/experience:

- B.A./B.S. in psychology, social work, or related healthcare field
- Volunteer experience in a research lab
- Experience with children in a professional setting
- Experience with SPSS
- *Bilingual English/Spanish preferred*

If interested, please email your resume and cover letter Dr. Elissa Brown (browne@stjohns.edu) and Dr. Komal Sharma-Patel (sharmak@stjohns.edu)

SFVAMC paid, full-time Research Associate opportunity

Northern California Institute for Research & Education Job Description

Position Title: Staff Research Associate I

Reports to: Lab Manager

FLSA: Non-Exempt

Department: Research, Mental Health Services

Supervisory Responsibilities: No

Position Definition:

The incumbent will serve as a Staff Research Associate for two investigator-initiated research studies. Study one uses ambulatory technology to understand sleep disturbance in PTSD and study two examines doxazosin as a treatment for posttraumatic stress disorder. The Staff Research Associate may work on other studies as needed. This research is being conducted by researchers from the San Francisco VA Medical Center; Northern California Institute for Research and Education (NCIRE); and University of California, San Francisco.

Essential Functions:

- Study 1:
- The Research Associate's primary effort will be to provide clinical coordination for Study 1 (approximately 50% effort), in collaboration with the study's Sleep Data Coordinator.
- The Research Associate will take the lead on recruitment of study participants, screening procedures, self-report survey implementation, and scheduling and coordination of clinical assessments. In support of the study Sleep Data Coordinator, she/he will assist in timely scheduling of at-home sleep data collection procedures.
- She/he will be responsible for UCSF and VA IRB and regulatory procedures with the support of the Lab Manager
- The clinical coordinator will be responsible, with the support of the Sleep Data Coordinator, for study recruitment which will involve broad recruitment within California based on VA and DoD lists of potentially eligible veterans as well recruitment via advertising and community outreach
- The clinical coordinator will be responsible for completion of and data quality monitoring of self-report survey and clinical data
- The clinical coordinator will be responsible, in support of the Sleep Data Coordinator, for sleep diary data collection and data quality monitoring
- The Clinical Coordinator will support the Sleep Data Coordinator to guide participants in proper use of at-home data collection devices (sleep diary, sleep profiler, actigraphy etc.) for sleep studies. This involves ensuring coverage for evening support (approximately 40% of nights or 2-3 evenings per week), with alternating shifts with Sleep Data Coordinator.
- Study 2:
- For Study 2 (approximately 50% effort), the Research Associate will provide day-to-day support and assistance to the Senior Research Assistant, the Clinical Research Coordinator, Study Clinicians (Nurse Practitioner and or Study Physician), Sleep Core Leader, and Database Manager as needed.
- Take a leading role in recruiting participants and informing them about the research study, including outreach within the VA and in the community.
- Conduct telephone-screening interviews with participants to pre-assess for study eligibility.
- Collaboration in preparing study visits, including initial screening intakes and participant visits

Work Opportunities – Week of June 29, 2020

Northern California Institute for Research & Education Job Description

- Collaborate in subject tracking, scheduling, correspondence, appointment reminders, transportation and reimbursements.
- Collaborate in running study participants visits, including but not limited to: escorting study participants to VA sites for study procedures; assembling, distributing and collecting the clinician interview materials; administering self-report questionnaires; obtaining study drug from pharmacy, etc.
- Maintain study equipment and prepare the equipment for study procedures
- Collaborate in data entry, downloading, scanning, and verification.
- Assist with purchasing of study supplies
- Take the lead on management of sleep diary mobile application through an application web portal, AWS cloud-based server, and communication with mobile app developer as needed
- Assist with other research studies as needed (including but not limited to preparing materials for appointments, scheduling participants for appointments, making reminder calls, downloading data, data entry, scanning and verifying data, maintaining study supplies and equipment, etc.).
- Other duties as needed

Job Requirements:

- BA/BS degree in Psychology or related fields.
- 1-2 years of research experience is required; experience with human subjects is preferred; study coordination experience is preferred
- Prior experience with telephone interviewing is highly desirable.
- Excellent interpersonal, written, and oral communication skills
- Experience with data entry and cleaning is preferred.
- Computer literacy with emphasis on Windows operating systems and software applications.
- Proficient knowledge of graphic design software (Photoshop and Illustrator) is preferred.
- Ability to manage multiple tasks and priorities to achieve desired goals.
- Strong organization and problem-solving skills
- Ability to work with minimal supervision and work effectively in a team
- Commitment to working some evening hours and some weekend hours due to study protocol requirements
- Willing and able to travel to Santa Rosa VA Outpatient Clinic at least one day a week and other area VA and affiliated institutions as needed. Travel time to such clinics exceeding typical travel time to SFVA will be counted towards hours worked.

Working Conditions/Environment:

The work environment for this position is an indoor office environment and the hospital setting. During COVID-19 shelter-in-place circumstances, remote work options will be temporarily available as long as study procedures can be effectively carried out. The incumbent may sustain posture in a seated position and may utilize a computer terminal for prolonged periods of time. Recruitment will involve going to community and other VA sites and may involve driving.

The employee must occasionally lift and/or move up to 10 pounds. The employee may be exposed to chemical vapors such as from hospital-grade disinfectants and there may be skin contact with these substances. The employee may be exposed to potential biosafety hazards, such as human urine. The employee use latex gloves to perform these procedures.

Link to apply:

https://rew21.ultipro.com/NOR1032/jobboard/NewCandidateExt.aspx?__JobID=799

Research Coordinator at University of Michigan

RESEARCH COORDINATOR position expected in the Psychiatry Department at the University of Michigan to work on the Neural Mechanisms of Mindfulness-Based Cognitive Therapy (MBCT) for Post-traumatic Stress Disorder (PTSD) Project (Dr. Anthony King, PhD Principal Investigator). The MBCT for PTSD project is a NIMH R61/R33 funded intervention study. The project tests how two different Mind-Body Therapies: MBCT & Progressive Muscular Relaxation (PMR) affect brain activity when used in the treatment of PTSD. We aim to recruit a diverse sample of females (with histories of interpersonal-trauma) and males (with histories of combat related-trauma) both in terms of SES and race/ethnicity.

The Research Coordinator will be responsible for overseeing the day-to-day operations of the project. They will be responsible for recruitment and scheduling of participants, managing undergraduate research assistants, preparation of IRB materials, data collection and maintaining study databases. There may also be opportunities to receive training on the administration of group interventions and formal clinical assessments with participants including diagnostic interviews.

Candidates should have a master's degree (preferred) or bachelor's degree in Psychology or a related field and have related research experience. Competitive candidates will have strong communication and interpersonal skills, excellent organizational skills, and a proven ability to work independently. The University of Michigan is an Affirmative Action/Equal Opportunity employer and we especially encourage applications from women and members of under-represented minorities. As per University of Michigan policy, this position requires a criminal background check. Successful applicants will need to submit to a criminal background check prior to employment.

To apply for this position, please send a curriculum vita and have two to three letters of recommendation sent via email to Dr. Anthony King (samadhi@med.umich.edu) and Elizabeth Hinckley (ehinckly@med.umich.edu).

Full-time Research Professional Needed - Chicago Booth

Professor Anita Rao is hiring a full-time Research Professional to start around July 1, 2020, though other start dates in 2020 will be considered. The Research Professional will assist Professor Rao on empirical research and quantitative marketing problems. If you know of any exceptional graduating seniors or recent graduates who would be interested in working with

Work Opportunities – Week of June 29, 2020

Professor Rao for a year, or, preferably, two years before applying to graduate school, I would appreciate you letting them know about this opportunity. If there is any student who you think is particularly worthy of a close look, please don't hesitate to let me know directly. This position has been an excellent preparation for PhD programs, with previous participants going on to institutions like MIT, Harvard, Berkeley, Stanford, and UChicago.

A job description with information on how to apply can be found at <https://bit.ly/Rao2020>.

Please don't hesitate to reach out with any questions.

Post-Bac Research Position - San Diego State University

Drs. Lea Dougherty (University of Maryland College Park) and Jillian Wiggins (San Diego State University) and the Translational Emotion Neuroscience and Development Lab (<https://tendlab.sdsu.edu/>) in the Department of Psychology at San Diego State University (SDSU) in San Diego, CA is seeking to hire (pending funding approval) a full-time post-baccalaureate research assistant for an NIMH-funded research project examining neural mechanisms of risk and resilience in early childhood irritability. We use functional and structural MRI methods, observational laboratory-based measures, and clinical diagnostic interviews.

Successful candidates should have keen attention to detail; ability to work professionally with parents and children; and strong organization, problem solving, and analytic skills. Prior background in psychology, development, or neuroscience is also a plus but not required. We seek a post-bac who is motivated and ambitious, who is prepared for a hands-on research experience including the use of new tasks and techniques.

Responsibilities will include: (1) conducting experiments in young children (behavioral and MRI data collection); (2) training and supervising undergraduate students; (3) contributing to administrative duties of the lab; and (4) assisting with research protocols and compliance.

The position will start in September 2020. Review of applications will begin immediately and continue until the positions are filled. This is a one-year position renewable contingent on performance and funding. Interested individuals should email a cover letter, CV, and names and contact information of 3 references to Lea Dougherty at ldougher@umd.edu. Please include all documents in a single pdf file and include your last name in the file (i.e., "LASTNAME.pdf").

SDSU is an equal opportunity affirmative action employer with a commitment to racial, cultural, and gender diversity. Women and minorities are encouraged to apply.

Data Analytics and Business Intelligence Assistant

The Student Affairs Data Analytics team provides decision support, reporting, and process improvement solutions to the Division of Student Affairs. The unit's main functions are to (a) build and maintain a data analytics infrastructure, (b) develop dashboards for standardized reporting and business intelligence, (c) conduct data analysis to support data-informed decision making, and (d) create automation solutions for process improvement.

The Division of Student Affairs is the largest division on campus and offers key student services, such as Cal Student Central, Financial Aid & Scholarships, Undergraduate Admissions, Career Center, University Health Services, Recreational Sports, Cal Housing, and Cal Dining, among others. The SA Data Analytics team works with a variety of data sources and technologies used by these units. The expansive nature of Student Affairs means that the work of SA Data Analytics has the potential to influence a wide range of student services and divisional operations.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our Guiding Values and Principles, our Principles of Community, and our Strategic Plan.

This position is for Fall 2020 and Spring 2021 UC Berkeley students with Work Study financial aid awards.

The work of the Data Analytics and Business Intelligence Assistant may include the following:

- Clean, reshape, merge, and compare data sets using Python (mostly Pandas and Numpy), Excel, and other tools
- Validate data by comparing final reports and dashboards to source systems and intermediate data sources
- Write scripts in Python and Google Apps Script to automate processes, such as API calls, report generation, approval workflows, and reconciliation
- Debug scripts and propose solutions
- Address performance and runtime constraints when working with large datasets

Work Opportunities – Week of June 29, 2020

- Analyze and visualize data for decision support using Tableau, Excel, Google Sheets, Python, and related technologies
- Review the work of other analysts for accuracy and efficiency and provide feedback for improvement
- Conduct testing of scripts and reports for functionality and accuracy
- Update data sets manually when automation is not possible
- Research options for meeting project requirements and present alternatives
- Write project and code documentation, with enough detail that current and future team members could quickly understand how the code works
- Collect requirements from customers and coordinate user-acceptance testing
- Respond to inquiries from functional partners
- Assist with administrative tasks of the unit, such as reviewing file and system permissions, responding to emails, organizing files, and other work as assigned

Expectations

- Be available to work during both Fall 2020 and Spring 2021, from August 2020 to mid-May 2021.
- Commit to 10 work hours per week, with some flexibility, especially around exam times
- Be fully engaged with job-related tasks during work shifts
- Meet deadlines and achieve project milestones and deliverables
- Arrive on time to all scheduled shifts
- Inform supervisor of planned absences in advance
- Maintain strict confidentiality and objectivity
- Be available to work on-site at 2610 Channing Way. Remote work may be allowed in accordance with UC Berkeley guidelines regarding sheltering in place.
- Continued employment is contingent upon a satisfactory job performance evaluation by the supervisor

Qualifications

Work Opportunities – Week of June 29, 2020

- Strong attention to detail and commitment to accuracy
- Advanced knowledge of computer and data science programming in Python (e.g., Pandas), Google Apps Script (JavaScript), or similar
- Ability to complete programming tasks from both the Computer Science and Data Science perspectives, or ability to learn quickly.
- Knowledge of data structures and systems (e.g., tabular data, relational databases, JSON), or ability to learn quickly
- Ability to read and transform data using spreadsheet and scripting techniques, such as pivoting, aggregating, reshaping, and joining data, or ability to learn quickly
- Ability to analyze data using statistical techniques, interpret results, and clearly communicate findings visually and in writing, or ability to learn quickly
- Ability to understand business processes and project requirements, or ability to learn quickly
- Excellent verbal, written, and interpersonal communications skills
- Willingness and ability to learn new technologies and programming techniques, both independently (online research) and/or from another team member
- Ability to work well in a team collaboration environment, while staying open to alternative methods for completing tasks
- Ability to follow specific and general instructions
- Upper-division undergraduate student or graduate student

Compensation

The pay rate for this position is \$18.50 per hour.

Employment offer would be contingent upon successful clearance of a criminal background check.

Application: <https://forms.gle/eyZKJi1rWBFBB8VK6>

Questions: studentaffairsdataanalytics@berkeley.edu

I/O Research Psychologist

Reports To CEO, Yves Lermusi

About Checkster Checkster is a Software company based in the North Bay of San Francisco. Checkster's products are chosen by many Fortune 500 companies and providers of HR services.

Work Opportunities – Week of June 29, 2020

The company aims to improve the world's productivity and harmony by increasing job fit and work achievement, as well as personal career satisfaction and fulfillment.

Responsibilities and

Duties

- Review recently published industrial-organizational psychology articles on talent selection and promotion
- Design, write, and conduct surveys
- Analyze data from surveys or from customers using Checkster's tools
- Clearly communicate findings from scientific articles or data analysis to the public through written reports, charts, and blog posts
- Pioneer integration of AI and natural language processing into Checkster's process
- Give experimentally backed advice on a variety of Checkster's hiring and promotion tools to ensure most empirically sound practices are being employed
- Flexible hours and location, able to work from anywhere remotely

Qualification

- Preference for those interested in IO psychology and psychology applications to business, with relevant past experience and coursework.
- Knowledge of statistics (R/SPSS/etc., correlations, t-tests), natural-language processing (NLP), and AI
- Familiarity with academic IO journals and databases (e.g., ProQuest, Google Scholar)
- Ability to self-direct
- Clear written communication skills

Apply Send your resume to Yves@checkster.com with subject title: IO Research Psychologist Position