

Job Title: Research Coordinator
Job Number:
Organization: Center for Injury Research and Prevention, Children's Hospital of Philadelphia
Posted: 8/25/2009
Type: Full-Time
Classification: Epidemiology
Industry: Other
Number of Openings: 1
Location: Philadelphia, PA USA
Compensation: app \$50-55K
Position Description: The Center for Injury Research and Prevention at The Children's Hospital of Philadelphia and the University of Pennsylvania (www.chop.edu/injury) is seeking a talented, collaborative Research Coordinator for a new position. The successful candidate will work with the Center's multi-disciplinary Young Driver Research Initiative to design, implement, and evaluate research studies and intervention programs for target populations including parents and adolescents. The overall goal of this project is to reduce teen crashes and the resultant injuries and death.

The Research Coordinator will join the Epidemiology and Biostatistics Core at the Center for Injury Research and Prevention and will play a key role in contributing to a strong program of injury prevention research for children, teens, and their parents. The Center seeks an individual with applied research and/or program management expertise in epidemiology/biostatistics, sociology, public health, communication, anthropology, psychology, or education. Experience coordinating and participating in the design, conduct, and evaluation of pilot and large-scale studies is preferred.

Duties and Responsibilities

The candidate is expected to play a collaborative role in the continued development of various epidemiologic research projects at The Center for Injury Research and Prevention (CIRP). It is expected that the candidate will serve as a resource for the CIRP's interdisciplinary research faculty and staff.

- Coordinates day-to-day activities of research projects
- Assists researchers with designing and conducting quantitative studies
- Conducts literature searches and compiles other supportive research materials
- Participates in drafting and editing evaluation reports, scientific manuscripts, posters, and presentations, and grant applications
- Coordinates research and other meetings, creates agendas, takes minutes
- Initiates and maintains effective relationships with research team members and internal and external collaborators
- Prepares, submits, and tracks all regulatory compliance materials including Institutional Review Board protocols

Qualifications: Knowledge, Skills and Abilities: 1. Training and experience in public health or applied social sciences with a strong research focus 2. Basic research and analytical skills 3. Familiarity with SPSS, SAS, or Stata preferred 4. Open to innovative and interdisciplinary work 5. Ability to foster and maintain effective relationships with research team members and internal and external collaborators 6. Must be an effective communicator both orally and in writing 7. Ability to multi-task and prioritize work in a dynamic and rapidly evolving project environment 8. Organizing and maintaining a searchable literature database. Experience with Endnote or other reference manager helpful.

Qualifications: A Masters' degree in epidemiology, biostatistics, public health, or applied social sciences is preferred. A Bachelors' degree is required. 2+ years of experience in working in a research setting, preferably in public health, injury prevention, or with relevant target populations (children, teens, parents, schools, communities).

Organization Description: Since its start in 1855 as the nation's first hospital devoted exclusively to caring for children, The Children's Hospital of Philadelphia has been the birthplace for many dramatic firsts in pediatric medicine. The Hospital has fostered medical discoveries and innovations that have improved pediatric healthcare and saved countless children's lives.

Today, the Children's Hospital of Philadelphia is one of the leading pediatric hospitals and research facilities in the world. Children's Hospital has been ranked first in Cancer, Diabetes and Endocrine Disorders, Neonatal Care, Respiratory Disorders and Urology in U.S. News Media Group's edition of America's Best Children's Hospitals, published online at www.usnews.com/childrenshospitals. Children's Hospital also ranks among the top two pediatric hospitals nationwide in National Institutes of Health funding.

The Children's Hospital of Philadelphia is an equal opportunity, affirmative action employer. Women and minority candidates are strongly encouraged to apply.

Closing Date: 11/24/2009

Desired

Starting Date:

Contact Name: Teena Smith,

Contact Location: Center for Injury Research and Prevention, CHOP
3535 Market Street, Suite 1150
Philadelphia PA 19104
USA

Contact Location: Center for Injury Research and Prevention, CHOP
3535 Market Street, Suite 1150
Philadelphia PA 19104
USA