# **Position: Research AssOCIATE**

## **Introduction**

Dr. Jorge Burneo of the Neuroepidemiology Research Unit (NeuRU) is seeking a full-time research associate to participate in the design and administration of epidemiological research projects and facilitate the dissemination of research findings. The successful candidate will also participate in the writing of research funding applications and in administrative tasks required for the maintenance of the research group.

Dr. Burneo and the core staff at NeuRU primarily conduct research in collaboration with ICES staff. Therefore, most of the responsibilities of the research associate will involve project planning and conduct according to ICES templates and guidelines.

The responsibilities of the position may be completed remotely or at Western University in London, Ontario for the foreseeable future; however, on-site presence may eventually be required.

## **The responsibilities of the position include, but are not limited to:**

* Developing research project protocols
* Preparing administrative documents for each project
* Conducting literature reviews
* Writing and contributing to research manuscripts, conference abstracts, and poster/platform presentations
* Writing and preparing materials for submission to granting agencies
* Managing and responding to project-related email
* Preparing, maintaining and updating NeuRU website materials
* Attending project and NeuRU meetings
* Attending seminars and other meetings as necessary to present research findings in poster or platform format (virtually for the foreseeable future)
* May be required to analyze data using a statistical software package of their choice (e.g. SAS, R, STATA)
* May be required to complete research ethics applications
* May be required to engage clinical and community partners in research

## **The education, experience, and skills required include:**

* In progress or completed PHD in epidemiology or biostatistics, or other degree with training in epidemiology or biostatistics
* 2+ years of experience in a similar role is preferred
* A Project Management Certificate or project management training is an asset
* A background in health sciences, neuroscience, biology, or the behavioural sciences is also an asset
* Strong ability to use MS Office software and an ability to analyze data using SAS, R, or STATA
* Excellent attention to detail
* Strong critical thinking and problem-solving skills
* Can work independently and effectively under little supervision
* Can effectively communicate with other team members
* Committed to ethics and integrity in the conduct of research and the publishing of findings
* Is aware of current movements in the field of epidemiology/health research

## **Additional details**

**\*Applicants interested in the position must send an e-mail with resume to** [**jburneo2@uwo.ca**](mailto:jburneo2@uwo.ca)

This position is through Western University. Security clearance will be required.

This position is temporary part-time and annual contract renewal is dependent on research funding. Salary is commensurate with experience (Range: $27.15 – $38.05)