2020/2021 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: PSYC2 – Research Assistant

DEPARTMENT NAME: Psychology

CONTACT NAME: Dr. Theone Paterson

JOB DESCRIPTION:
As a research assistant in the BRAIN Lab, you will be involved in advertising, recruitment for, monitoring of, and some data processing work for psychosocial and cognitive survey and assessment research. In this position you will receive supervision from graduate students and Dr. Paterson with respect to specific job duties and prioritization of work tasks. Work tasks will vary throughout the job period depending on the stage of research requiring attention at a specific time, but may include:

- Conducting literature searches
- Survey construction in Qualtrics
- Assisting with preparation of ethics applications for studies
- Assisting with advertising and recruitment of participants for studies
- Assisting with review of completeness and accuracy of data collected and following up with participants to resolve problems or clarify data collected
- Preparing, maintaining and updating lab website materials
- Attending lab meetings
- Assisting with preparation of laboratory protocols and manual
- Assisting with coding and cleaning of data in accordance with specified research protocols and procedures
- Other miscellaneous job-related duties as assigned
- There may also be some potential for contribution to graduate knowledge translation activities (e.g., assistance with academic poster preparation, etc.)

QUALIFICATIONS:
Qualifications for this position include at a minimum having completed some 1st and 2nd year coursework in psychology. Preference may be given to applicants with upper (3rd or 4th) year psychology and/or related statistics training, and to those with previous experience assisting with research endeavors.

Important skills include: Communication, Attention to detail, Critical thinking, Planning and scheduling.

Experience/proficiency with any of the following will also be considered:
- UVic Library journal article databases (e.g., EBSCO – for search in PsycInfo & MEDLINE)
- Statistical software (e.g., SPSS, R, ONYX, etc.)
- Data visualization and database tools (e.g., R, Excel, etc.)
- Website design
- Protocol/Manual development

APPLICANTS MUST BE ELIGIBLE TO PARTICIPATE IN THE WORK STUDY PROGRAM
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php
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JOB LOCATION ON-CAMPUS: Applicants must be available to complete work remotely and attend Zoom supervision and lab meetings while COVID-19 precautions are in place, and be prepared to work from the Cornett building Rm A069D once our research activities on campus resume (if during the period of this position)

WORK STUDY WAGE: $15.50/hour (including 4% vacation pay)

HOURS AVAILABLE: 135 hours

HOW TO APPLY:
Submit:
- A Cover Letter (max 1 pg.) highlighting your relevant experience and specific interests in this position,
- A recently updated Resume/CV, and
- A copy of your Unofficial/Advising Transcript

Send all documents to: tpaterson@uvic.ca with the Subject line of “WORK STUDY APPLICATION 2020/2021”