

Research Associate II - PATP Lab, Department of Health and Exercise Science at Colorado State University

**** Please be advised – to expedite the hiring process, this position will be hired through an Open Pool Posting (<https://jobs.colostate.edu/postings/90669>). Interested parties should apply to this open pool posting by 11:59pm on October 1, 2021 in order to be fully considered for the position.**

The Physical Activity for Treatment and Prevention Laboratory in the Department of Health and Exercise Science at Colorado State University needs assistance to conduct an NIH funded research study. There is a need for a full-time staff member to oversee and assist with participant recruitment, data collection, data maintenance, and day to day study operations.

Proposed Annual Salary Range	\$40,000 - \$47,000 commensurate with education, experience, and qualifications
Work Hours/Week	40
Salary Basis	12-month assignment
Employee Benefits	Colorado State University (CSU) is committed to providing employees with a strong and competitive benefits package that supports you, your health, and your family. Visit CSU's Human Resources website for detailed benefit plan information for permanent full-time and part-time faculty and administrative professional employees in the following University benefit areas: https://hr.colostate.edu/hr-community-and-supervisors/benefits/benefits-eligibility/ & https://hr.colostate.edu/prospective-employees/our-perks/ .
Department	Health and Exercise Science
Description of Work Unit	The Department of Health and Exercise Science (HES) is one of eight academic programs in the College of Health and Human Sciences. Colorado State University is Colorado's land grant institution and holds the Doctoral/Research University – Extensive classification from the Carnegie Commission on Higher Education. Health and Exercise Science is focused on a three-part mission of undergraduate and graduate teaching, research and scholarly work and outreach/engagement/service. We are committed to our goal of producing nationally and internationally recognized research programs and graduates that are focused on helping people protect and improve their health and quality of life throughout the lifespan. The Department has ~1150 undergraduate majors, 30-35 M.S. and Ph.D. students, 10-12 academic and research staff and 25 faculty members. Faculty in the Department of Health and Exercise Science have a strong commitment to high-quality teaching and advising and conduct innovative research with an emphasis on basic, translational, and clinical work to prevent aging-related disease and disability and maximize human functional performance. The Human Performance Clinical Research Laboratory, the research hub for HES, is a CSU Program of Research and Scholarly Excellence and a center for interdisciplinary research, training, and outreach. HES also has a strong focus on community engagement, including a First Responder Heart Disease Prevention Program,



Adult Fitness Program, Noon Hour Fitness Program, Youth Sports Camps and an After-School program.

Position Summary

The primary purpose of this position is to support the operations of the Physical Activity for Treatment and Prevention Laboratory at Colorado State University. In this position, the hired candidate will be responsible for participant recruitment and scheduling study visits; establishing and maintaining relationships with community partners; develop and update study manuals of procedures; organize and maintain collected data; monitor laboratory supplies and equipment; assist with graduate and undergraduate student training; conduct focus groups and interviews with research participants; and record and compile results of analysis.

Required Job Qualifications

- A Master's degree in a related field OR a Bachelor's degree in a related field plus 3 or more years of relevant professional experience.
- Experience in community-based or clinical research
- Must have a valid driver's license or the ability to obtain a driver's license or access to a licensed driver by the employment start date

Preferred Job Qualifications

- Experience in observational research, surveys and questionnaires preferred.
- Experience in regulatory procedures such as IRB and study monitoring.
- Experience working on NIH funded research studies
- Experience with database management using RedCap
- Experience in community engaged research
- Experience with qualitative data collection and analysis software
- Familiarity with MS Office Suite, and a statistical software package
- Other research experience with data collection and analysis, familiarity with Word, Excel, Powerpoint, and a statistical software package preferred.
- Applicants should have prior experience in the day-to-day organization of research projects, including recruitment of and contact with study participants, coordination of data collection activities, and data management-preferred.

Diversity Statement

Reflecting departmental and institutional values, candidates are expected to have the ability to advance the Department's commitment to diversity and inclusion.



Essential Job Duties

Job Duty Category

Scheduling participants and conducting study visits

Duty/Responsibility

- Utilizing scheduling and participant organization platforms to communicate with and schedule participants.
- Coordinate study visit coverage.
- Conduct study visits including informed consent and focus groups and/or interviews.

Percentage Of Time

40

Job Duty Category

Data management and analysis

Duty/Responsibility

- Organize subject files and related study documents per GCP regulations.
- Enter and analyze data.
- Maintain organization of all subject data.
- Assist with abstract and manuscript preparation.

Percentage Of Time

25

Job Duty Category

Communicate and work cooperatively with community partners.

Duty/Responsibility

- Utilize internet, videoconferencing, and telephone platforms to communicate with and schedule meetings with community partners.
- Attend meetings with community partners via videoconferencing or face-to-face, at community sites.
- Work with community partners to develop agreements and procedural manuals for a future study.

Percentage Of Time

25

Job Duty Category

Staff and student scheduling and training

Duty/Responsibility

- Assist with the scheduling and training of undergraduate and graduate student research staff in the lab, ensuring proper coverage of research tasks and meetings.

Percentage Of Time

5

Job Duty Category

Monitor Laboratory supplies & equipment

Duty/Responsibility

- Organize, take stock, and order study-related supplies equipment.

Percentage Of Time

5



Special Instructions to Applicants

For full consideration, please upload your cover letter, resume/CV, and enter the contact information for three (3) professional references to the Research Associate I or II Open Pool (<https://jobs.colostate.edu/postings/90669>) by 11:59 PM (MST) on October 1, 2021.

In your cover letter, please address the required and preferred qualifications of this position. A cover letter that fails to address the qualifications of this position may not be considered further after review by the search committee.

References will not be contacted without prior notification of candidates.

Conditions of Employment

Pre-employment Criminal Background Check (required for new hires)

Search Contact

Kristen.Sutter@colostate.edu

EEO Statement

Colorado State University is committed to providing an environment that is free from discrimination and harassment based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity/expression, or pregnancy in its employment, programs, services and activities, and admissions, and, in certain circumstances, marriage to a co-worker. The University will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. Colorado State University is an equal opportunity and equal access institution and affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding non-discrimination and affirmative action. The Office of Equal Opportunity is located in 101 Student Services.

The Title IX Coordinator is the Director of the Office of Title IX Programs and Gender Equity, 123 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-1715, titleix@colostate.edu.

The Section 504 and ADA Coordinator is the Director of the Office of Equal Opportunity, 101 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-5836, oeo@colostate.edu.

The Coordinator for any other forms of misconduct prohibited by the University's Policy on Discrimination and Harassment is the Vice President for Equity, Equal Opportunity and Title IX, 101 Student Services Building, Fort Collins, Co. 80523-0160, (970) 491-5836, oeo@colostate.edu.



Background Check Policy Statement

Any person may report sex discrimination under Title IX to the Office of Civil Rights, Department of Education.

Colorado State University strives to provide a safe study, work, and living environment for its faculty, staff, volunteers and students. To support this environment and comply with applicable laws and regulations, CSU conducts background checks. The type of background check conducted varies by position and can include, but is not limited to, criminal history, sex offender registry, motor vehicle history, financial history, and/or education verification. Background checks will also be conducted when required by law or contract and when, in the discretion of the University, it is reasonable and prudent to do so.

