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## Detailed Job Information


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### Job Details

**Job Title:**

Research Assistant

**Opportunity Type:**

Job

**Employer Division:**

UW-Center for Urban Population Health

**Description:**

The Research Assistant will work with the Center for Urban Population Health staff and Aurora Health Care researchers on health services research projects. The Research Assistant will be working in the Emergency Room at Aurora St. Luke's Hospital and Aurora Sinai Medical Center in Milwaukee, WI. The Research Assistant will collect laboratory specimens, work closely with health services project coordinator(s) to implement studies, and will gain experience in all aspects of conducting clinical research.

The primary responsibilities of the Research Assistant include, but are not limited to:

- Following strict laboratory protocols regarding the processing and handling of specimens (blood and cervical swabs);
  - Maintain accurate records, via paper or electronic database, of test results for use in research studies including data entry, data cleaning, and tracking participant visits, etc.;
  - Communicate with investigators and other project staff to coordinate activities;
  - Assist in preparation of IRB paperwork, including finalizing study protocols, completing required forms, and assisting in writing the informed consent;
  - Assist in training/orientation of other staff that will work on the study;
  - May conduct informed consent with potential participants after being fully trained;
- and
- Other duties as directed by the study coordinator(s).

**Essential Skill/Characteristics Needed:**

- Strong interest in clinical research;
- Ability to travel to and between local sites as required;
- Strong listening and communication skills;
- Team player with a positive attitude;
- Good time management skills and ability to follow-through in a timely manner;
- Energetic, motivated, and enthusiastic; and
- Excellent organizational skills.

**Hours:**

- 10-20 hours during school
- 20-40 hours during summer

**Major/Concentration:**

Interview Schedules
This job will not have an interview schedule attached.
Modification History
<b>Last Modified:</b> 4/14/08 By Cassandra Haines (Career Center)
<b>Created:</b> 4/13/08 By Lee Banfi (UWM - College of Health Sciences - CUPH)

- Psychology, science or research-related field

Please email a cover letter and resume to [marilyn.anderson@aurora.org](mailto:marilyn.anderson@aurora.org)

DISREGARD THE FOLLOWING "RESTRICTED APPLICATION" MESSAGE-- You may apply using the contact information provided, if you meet the qualifications.

**Location(s):**

Milwaukee, WI

**Compensation Type:**

Paid

**Compensation Details/Other Benefits:**

Hourly

**Job Status:**

Part-Time

**Classification:**

Part-time Off-Campus Jobs

**Job Function:**

Research

**Period Of Employment:**

Not Specified

**Cover Letter Required:**

Yes

**Other Requested Materials:**

Please email a cover letter and resume'

### Application Qualifications

The following qualifications have been set as "**Desired**". This will not prevent students who don't meet this criteria from applying; it simply provides potential applicants with more insight into your ideal candidate.

**Degree:**

Other

**Major/Concentration:**

Health Sciences

**Work Authorization Status:**

U.S. Citizen or U.S. National

### Application Method

**Do you want students to apply to this job online (via eRecruiting)?**

No

**Students will apply via:**

Email - [marilyn.anderson@aurora.org](mailto:marilyn.anderson@aurora.org)



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