

Research Specialist

 **Location:** Madison, Wisconsin

 **Department:** COLLEGE OF LETTERS AND SCIENCE/L&S CTR FOR HEALTHY MINDS


 **Category:** Research

 **Employment Type:** Partially Remote

 **Employment Type:** Staff-Full Time

 **Employment Type:** Staff-Part Time

 **Application Period Opens:** May 15 2023 at 10:00 AM CDT

 **Apply By:** May 29 2023 at 11:55 PM CDT

 ADD TO FAVORITES

 VIEW FAVORITES

Job Summary:

Are you interested in how mobile technology can be used to promote mental health and well-being?

We are looking for two research specialists to help run large, national mobile mental health studies. The "BeWell" study is testing a meditation-based smartphone app as an intervention for individuals with depression. The "Emotions on the Go" study is examining emotional states during daily life, in order to offer micro well-being practices tailored to the moment. One research specialist will be dedicated to

each project.

In this role, you will assist with all aspects of doing the research, including participant recruitment, screening, and scheduling; as well as data collection, processing, and analysis. A significant portion of your time will be spent interacting with participants remotely (e.g., over the phone, email, and/or video). For instance, you may be asked to help someone figure out how to download an app on their phone or discuss instructions for collection of various types of data, including biological data such as microbiome and blood spots or recording short videos on their mobile phone. You will also be involved in guiding undergraduate students working on the research. In all cases, we want someone who is flexible, compassionate, enjoys working with people from diverse backgrounds, and can think on their feet.

This role will work primarily on one of the mobile mental health studies, and there may be future opportunities to work on other studies across the Center (some examples can be found at centerhealthyminds.org/science/research). This role must be able to work collaboratively with team members and contribute to fostering an anti-racist working and learning environment.

Equity and inclusion are integral to achieving the vision of the Center for Healthy Minds. We seek candidates with an awareness of and commitment to the principles of diversity, equity and inclusion across all spectrums. Because inequities in our societies, including the fields of science and academia, disproportionately harm the most marginalized members of our society - especially women and Black, Indigenous, People of Color - we believe that these identities must be centered in the work of our center. Hence, we strongly encourage applications from people with these identities or who are members of other marginalized groups. If this role speaks to you, we encourage you to apply.

Responsibilities:

Develops, designs, and conducts one or more research projects and organizes daily operation of projects and specialized research areas to ensure work meets established objectives under moderate supervision.

- 45% Conducts research experiments according to established research protocols with moderate impact to the project(s). Collects data and monitors test results
- 5% Operates, cleans, and maintains organization of research equipment and research area. Tracks inventory levels and places replenishment orders
- 5% Reviews, analyzes, and interprets data and/or documents results for presentations and/or reporting to internal and external audiences
- 10% Participates in the development, interpretation, and implementation of research methodology and materials
- 10% Provides operational guidance on day-to-day activities of unit or program staff and/or student workers
- 5% Performs literature reviews and writes reports
- 20% Participates in recruitment of research participants as well as community-based engagement and outreach

Institutional Statement on Diversity:

Diversity is a source of strength, creativity, and innovation for UW-Madison. We value the contributions of each person and respect the profound ways their identity, culture, background, experience, status, abilities, and opinion enrich the university community. We commit ourselves to the pursuit of excellence in teaching, research, outreach, and diversity as inextricably linked goals.

The University of Wisconsin-Madison fulfills its public mission by creating a welcoming and inclusive community for people from every background - people who as students, faculty, and staff serve Wisconsin and the world.

For more information on diversity and inclusion on campus, please visit: [Diversity and Inclusion](#)

Education:

Required
Bachelor's Degree

Qualifications:

Required:

- Good problem solving and organizational skills
- Experience with Microsoft Office and/or Google Suite
- Strong written and verbal communication
- Demonstrated commitment to diversity and contributing to a diverse, equitable, and inclusive working and learning environment

Preferred:

- Experience working with minoritized populations
 - Experience and/or interest in researching human well-being
 - Experience with community engagement, outreach, and/or recruitment
 - Experience with or willingness to learn about various types of data, including self-report, behavioral, psychophysiological and biological measures, and/or sensor data collected via mobile devices (such as geolocation and motion sensors)
 - Experience with or willingness to learn various ways of working with research data, including: Databases, data management, and remote survey administration tools (Qualtrics, REDCap, and/or Gorilla)
- Statistical software (Microsoft Excel, R, SPSS, or SAS)
Computer programming skills in Bash, Python, and/or MATLAB

Work Type:

Full or Part Time: 75% - 100%

This position will require some work to be performed in-person, onsite, at a designated campus work

location. Some work may be performed remotely, at an offsite, non-campus work location. This position may require occasional evening and weekend work.

Appointment Type, Duration:

Ongoing/Renewable

Salary:

Minimum \$40,000 ANNUAL (12 months)

Depending on Qualifications

Minimum starting salary is \$40,000 but actual pay will depend on skills and qualifications. Employees in this position can expect to receive benefits such as generous vacation, holidays, and paid time off; competitive insurances and savings accounts; retirement benefits. Benefits information can be found at (<https://hr.wisc.edu/benefits/>)

How to Apply:

Please click on the "Apply Now" button to start the application process.

For questions on the position, contact: Lisa Wesley lawesley@wisc.edu.

To apply for this position you will need to upload a cover letter, resume and contact information for at least three professional references, including your current supervisor. References will not be contacted without advance notice.

Your cover letter should address your qualifications as they pertain to the qualifications listed above.

Please be sure to address each of the required qualifications listed above in your written application materials (resume and cover letter). In your cover letter, please briefly describe the skills, knowledge, experiences, and/or interests that you bring to the required qualifications and to any of the preferred qualifications that may apply. We rely on written application materials to determine who may advance to preliminary interviews.

Contact:

Lisa Wesley

lawesley@wisc.edu

608-262-0196

Relay Access (WTRS): 7-1-1. See [RELAY_SERVICE](#) for further information.

Official Title:

Research Specialist(RE047)

Department(s):

A48-COL OF LETTERS & SCIENCE/CTR FOR HEALTHY MINDS

Employment Class:

Academic Staff-Renewable

Job Number:

278514-AS

The University of Wisconsin–Madison is an Equal Opportunity and Affirmative Action Employer.

Qualified applicants will receive consideration for employment without regard to, including but not limited to, race, color, religion, sex, sexual orientation, gender identity, national origin, age, pregnancy, disability, or status as a protected veteran and other bases as defined by federal regulations and UW System policies. We promote excellence through diversity and encourage all qualified individuals to apply.

If you need to request an accommodation because of a disability, you can find information about how to make a request at the following website: <https://employeeedisabilities.wisc.edu/disability-accommodation-information-for-applicants/>

Employment will require a criminal background check. It will also require you and your references to answer questions regarding sexual violence and sexual harassment.

The University of Wisconsin System will not reveal the identities of applicants who request confidentiality in writing, except that the identity of the successful candidate will be released. See Wis. Stat. sec. 19.36(7).

The Annual Security and Fire Safety Report contains current campus safety and disciplinary policies, crime statistics for the previous 3 calendar years, and on-campus student housing fire safety policies and fire statistics for the previous 3 calendar years. UW–Madison will provide a paper copy upon request; please contact the University of Wisconsin Police Department.

Apply Now

APPLY NOW

Questions?

[Frequently Asked Questions](#)

[Applicant Tutorial](#)

[Disability Accommodations](#)

[Pay Transparency Policy Statement](#)

[Contact Us](#)

Refer a Friend

Friend's Information:

Email

SEND



WISCONSIN
UNIVERSITY OF WISCONSIN-MADISON



Quick Links

Madison, WI

About UW

Visit Campus

Employee Benefits

Working at UW

CONTACT

Talent Acquisition
Office of Human Resources
University of Wisconsin-Madison
21 N. Park Street, Suite 5101
Madison, WI 53715-1218