

Job Title	Research Coordinator II
Employer/ Agency	Two Openings Baylor College of Medicine
Job Description	<p>Focus on children with high functioning Autism Spectrum Disorder (ASD) Coordinates day to day activities of research protocols which include screening, enrollment, and monitoring of research participants. Ensures accurate data collection, documentation, organization and safety of research participants.</p> <p>Up to a maximum of 16 hours per week.</p> <ul style="list-style-type: none"> • Interview, screen and recruit patients for study. • Explains process and procedures to educate participant regarding the research study. • Collects patient information. Process, document and enter information into a database. • May obtain vital signs on study participants. • May collect, process, ship, and maintain paperwork for blood and/or biological specimens according to procedures outlined in study protocol. • Employees may be required to receive on the job training of EKGs/ECGs prior to performing on study participants. • Maintains records and regulatory documents and records for research studies. • Schedules research participant for tests and procedures, such as laboratory tests, x-rays, and other studies specific for the research protocol. • Retrieves and submits test results to appropriate party. • May correspond with patient throughout study. • Orders supplies and equipment..
Qualifications	<p>Required:</p> <ul style="list-style-type: none"> • Bachelor's degree in a related field; Four years of relevant work related experience in a research setting can be substituted in lieu of a degree. • One year of relevant experience in a research or health care setting with Bachelor's degree or Five years of relevant experience in a research or health care setting without a Bachelor's degree.
Salary/Hours	Dependent on hours and experience

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Application Method	<p>To apply:</p> <p>Up to 8 hours per week:</p> <p>https://chk.tbe.taleo.net/chk01/ats/careers/requisition.jsp?org=BCM&cws=1&rid=18082</p> <p>Up to 16 hours per week:</p> <p>https://chk.tbe.taleo.net/chk01/ats/careers/requisition.jsp?org=BCM&cws=1&rid=18083</p> <p>Baylor College of Medicine is an Equal Opportunity/Affirmative Action/Equal Access Employer.</p>
Opening Date	11/2018

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.