

Date Posted:

Job Title	Research Project Manager
Employer/ Agency	UTMB
Job Description	<p>JOB SUMMARY: Works with the Principal Investigator(s) and study team at Center for Violence Prevention and the UTMB School of Nursing Research Innovation and Scientific Excellence (RISE) Center and senior department administration to assure research project budgets and schedules are executed in a timely manner. This position will report primarily to faculty at the Center for Violence Prevention on projects focused on interpersonal violence, with a focus on bilingual data collection with vulnerable populations.</p> <p>ESSENTIAL JOB FUNCTIONS:</p> <ul style="list-style-type: none"> • Effectively manages multi-disciplinary, multi-investigator research projects by collecting research data, developing project related documents, and updating project status reports/tracking systems. • Serves as the principal project coordinator for facilitation of the research project and primary contact for administration, regulatory/compliance officials, UTMB's Office of Sponsored Programs and sponsors as appropriate. • Follows and supports the guidelines established by the institution and the sponsor. Complies with and helps enforce project specific policies and procedures. • Participates in research project team activities such as team meetings, sponsor communications, report generation, etc. • Tracks resource utilization and makes recommendations to management regarding efficient resource utilization. • Takes initiative to share ideas and identify opportunities for improvement. • Effectively communicates relevant research project information to superiors. • Has a general working knowledge of the technical details of assigned research projects. • Adheres to internal controls and reporting structure.
Qualifications	<p>REQUIRED EDUCATION / EXPERIENCE:</p> <ul style="list-style-type: none"> • Bachelor's degree in scientific field or equivalent and two years related experience. <p>PREFERRED QUALIFICATIONS:</p> <ul style="list-style-type: none"> • Bilingual (English/Spanish) • Experience working with domestic violence/IPV and/or sexual

	assault survivors <ul style="list-style-type: none"> • Experience with trauma-informed care • Qualitative research experience • Program evaluation experience
Salary/Hours	SALARY RANGE: \$50,320 - \$75,480; Commensurate with experience.
Address	HYBRID OPTIONAL: <ul style="list-style-type: none"> • Occasional travel to Austin, Houston and Dallas may be required
City, State, Zip	
Contact Person	
Telephone Number	
Fax Number	
Email Address	
Application Method	Apply here: https://aa083.referrals.selectminds.com/jobs/research-project-manager-son-rise-center-10815
Opening Date	Immediately

Field Code Changed

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.

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