

Community Engagement Coordinator  
University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=148672>

Downloaded On: Feb. 26, 2021 7:01pm

Posted Nov. 2, 2020, set to expire Mar. 4, 2021

<b>Job Title</b>	Community Engagement Coordinator
<b>Department</b>	SON Center for Nursing Research
<b>Institution</b>	University at Buffalo, The State University of New York Buffalo, New York
<b>Date Posted</b>	Nov. 2, 2020
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Coordinator
<b>Academic Field(s)</b>	Communications/Public Relations
<b>Apply Online Here</b>	<a href="http://www.ubjobs.buffalo.edu/postings/26813">http://www.ubjobs.buffalo.edu/postings/26813</a>

**Apply By Email**

**Job Description**

The School of Nursing Center for Nursing Research is looking to hire a Community Engagement Coordinator who will be responsible for facilitating and coordinating a robust community engagement strategy for a research project focusing on mental health in the local Buffalo, NY community. The Community Engagement Coordinator will oversee the process and coordinate the flow of information between the Principal Investigator, the UBSON Research Team, and its various research and community partnerships. They will be responsible for cultivating and maintaining relationships with community stakeholders in an effort to achieve mutually agreed upon objectives. Be expected to attend and/or organize educational workshops and/or other activities for the purposes of recruiting and enrolling research study participants. Assist in collection and dissemination of project results to the community, and will coordinate community dissemination events.

- Assist the PI and the research team to develop community engagement strategies
- Assist the PI and the research team to develop innovative recruitment and retention strategies

## Community Engagement Coordinator University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=148672>

Downloaded On: Feb. 26, 2021 7:01pm

Posted Nov. 2, 2020, set to expire Mar. 4, 2021

- Drive to necessary community locations for engagement activities
- Recruit and screen community member participants.
- Arrange community engagement activities
- Keep records of all stakeholder involvement and meeting minutes
- Purchase and process payment and reimbursement related to community engagement activities
- Schedule and facilitate regular community meetings to foster relationship building, collaboration, and promoting mental health.
- Build and maintain relationships with individuals and stakeholder groups in the Buffalo, NY community.
- Serve as an advocate in the community to ensure that the mental health needs of the local community are met.
- Develop systems to distribute information to community residents.
- Communicate research findings to study participants and the community as a whole.

### \*Outstanding Benefits Package\*

Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness. Visit our benefits website to learn about our <http://www.buffalo.edu/administrative-services/for-faculty-staff/benefits/research-foundation/regular-employees.html> benefit packages.

### \*About UB\*

The University at Buffalo is SUNY's most comprehensive public research university, and an outstanding place to work. UB amplifies ambition for faculty and staff by offering endless possibilities to achieve more. Here, people from all backgrounds and cultures challenge and inspire each other to discover, learn and succeed. Dedicated staff and engaged faculty collaborate to further knowledge and understanding, and develop tenacious graduates who are valued for their talents and their impact on global society.

Visit our website to learn more about the <http://buffalo.edu/University at Buffalo>.

### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### Contact



Community Engagement Coordinator  
University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=148672>

Downloaded On: Feb. 26, 2021 7:01pm

Posted Nov. 2, 2020, set to expire Mar. 4, 2021