

Senior Research Coordinator - Orthodontics, School of
Dental Medicine
Tufts University

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Posted Mar. 5, 2021, set to expire Jul. 18, 2021

Job Title Senior Research Coordinator - Orthodontics, School of Dental
Medicine

Department

Institution Tufts University
Boston, Massachusetts

Date Posted Mar. 5, 2021

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Coordinator

Academic Field(s) Research/Technical/Laboratory

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Job Description

Tufts Orthodontic Clinic offers high-quality orthodontic care for adults and children at affordable rates. Services include early treatment for children, traditional braces for teenagers and adults, clear aligners for adults and the most up-to-date and sophisticated orthodontic procedures, including surgical and implant orthodontics, for patients with complex problems. Beyond providing exceptional care at an unbeatable value, orthodontic faculty and residents are committed to compassionate care.

Responsible for the management and oversight of the clinical research activities of the Orthodontics Department at TUSDM. Develops and implements study protocols and manages required forms and process for study participation. Trains new investigators from the Orthodontics department and supervises staff to adhere to Good Clinical Practice (GCP). Assists Orthodontic Residents with research protocol submissions and ongoing oversight of research projects. Oversees strategies and process for recruitment of participants and community outreach, as well as data collection and management. In addition, performs data review and analysis and drafts results. Assist Orthodontic

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researchers of TUSDM in conducting and managing an NIH sponsored U01 multi-center clinical trial “Targeting Surgeon’s Decision Making” by handling overall micro- and macro-coordination of the research trial as needed. Monitoring and auditing study activities for quality assurance, regulatory compliance and adherence to Good Clinical Practice (GCP) guidelines are also required. This position reports directly to the Chair of the Orthodontics Department of TUSDM and works closely with various researchers/collaborators/coordinators from 5 other institutions involved in this project. Primary duties involve oversight and supervision of physical facilities and training of lab personnel for data collection and other responsibilities. Physical facilities include all computer equipment to include 3dMD and Motion Analysis systems, and all video equipment and supplies. Lab personnel include research aides, work-study students and part-time student assistants. Works with Principal Investigator on writing reports and manuscripts for publication as well as applications for grants and contracts.

Contact Information

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

Contact