

Project Coordinator, Epidemiology and Environmental
Health
University at Buffalo, The State University of New York

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Posted Nov. 17, 2023, set to expire Aug. 4, 2024

Job Title	Project Coordinator, Epidemiology and Environmental Health
Department	Epidemiology and Environmental Health
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Nov. 17, 2023
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Coordinator
Academic Field(s)	Research/Technical/Laboratory
Job Website	https://www.ubjobs.buffalo.edu/postings/46563

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Job Description

This position is in the [Department of Epidemiology and Environmental Health](#), working with the study team led by Dr. Lina Mu on a project addressing prenatal and childhood mechanisms involved in health disparities. The project, funded by [NICHD](#), plans to establish a cohort of pregnant women, their partners, and offspring to understand the contribution of social, economic, structural, and regional factors to health disparities in maternal health and child development.

Primary Responsibilities will include:

- Work with PI on developing study protocol.
- Attend regularly scheduled meetings with Principal investigator, co-investigators, and other management staff.
- Ensure that IRB requirements are followed per approved study protocol protecting participant

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- safety and ensure the integrity of data collection. study purchasing.
- Perform data entry, develop and generate reports. Ensure accuracy of data collection, conduct quality assurance.
 - Write progress and technical reports.
 - Coordinate with study staff, clinics, hospitals, and the study coordinating center
 - Schedule and track participants' visits.
 - Maintain highest level of professionalism and perform any other duties necessary for the successful completion of the research study.
 - Requires analytical and problem solving skills, independent judgment, collaboration and initiative to accomplish goals.
 - May include supervisory responsibilities.

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Outstanding Benefits Package

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About the School

[SPHHP](#) offers programs at every degree level and is the home to departments of biostatistics, community health and health behavior, epidemiology and environmental health, exercise and nutrition sciences, and rehabilitation science. It is one of only a few schools across the country that includes both health-related professions and public health. It has a diverse student body which it is actively engaged in supporting. The School has an energetic equity, diversity and inclusion council and provides professional development opportunities in inclusive pedagogy and other equity-related issues. Faculty and students engage in research and community activities designed to improve the health of populations, communities, and individuals. Faculty in the School also engage with the University at Buffalo Community Health Equity Research Institute. Visit UB Jobs to view other available positions in the SPHHP.

About The University at Buffalo

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

About Buffalo

[Buffalo](#) is the second-largest city in New York State (NYS) and is located in the western region on the shores of Lake Erie, upriver of the majestic Niagara Falls. NYS is a welcoming region with strong support for human rights and access to a full range of health care. Western New York is an ideal place to live and work. Buffalo - the City of Good Neighbors - is a big city with a rapidly growing economy, vital academic health sciences center, outstanding public schools, and modest cost of living. Buffalo-Niagara, a region of 1.2 million people, is home to world-class art galleries and museums, a comprehensive city-wide system of parks and green space designed by renowned landscape architect Frederick Law Olmsted, a vibrant theater and music community, and major and minor league sports teams. These are just a few of the wide array of cultural and recreational elements that make Buffalo a great place to work, study and live.



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Contact Information

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

Contact

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