

Research Implementation Specialist, Department of  
Medicine  
University at Buffalo, The State University of New York

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Posted May 14, 2024, set to expire Sep. 13, 2024

<b>Job Title</b>	Research Implementation Specialist, Department of Medicine
<b>Department</b>	Medicine
<b>Institution</b>	University at Buffalo, The State University of New York Buffalo, New York
<b>Date Posted</b>	May 14, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Research/Technical/Laboratory
<b>Job Website</b>	<a href="https://www.ubjobs.buffalo.edu/postings/50110">https://www.ubjobs.buffalo.edu/postings/50110</a>
<b>Apply By Email</b>	

### Job Description

The [Department of Medicine](#) within the Jacobs School of Medicine and Biomedical Sciences seeks a **Research Implementation Specialist**. As a Research Implementation Specialist, you will support population health research with the Department of Medicine focused on regulatory and data management and research organization. Responsibilities include:

### Regulatory and Data Management

- Work with faculty lead to develop, maintain and implement the standard operating procedures for research implementation across the life span of a research project.
- Support data management for new and existing study protocols and funded research grants including survey development, research file development, audit completions for all study related files, data base and log development and maintenance.

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- Support regulatory management under the supervision of the faculty lead for research submissions to the Institutional Review Board.

### **Research Administration**

- Organize and prepare status reports, project reports, and other types of information regarding research activities.
- Assist in organizing action plans, guidelines, and standard operating procedures.
- Work with research teams to maintain research procedures across the lifespan of a research protocol.

### **Support Departmental research activities**

- Assist with onboarding trainees (summer students, postdoctoral scholars, etc.).
- All other duties as assigned.

### **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. We support your growth and development through our career coaching and training department and we qualify as a public service loan forgiveness organization. Learn more about our [benefit packages](#).

### **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](#).

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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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