

Research Support Specialist, Psychology
University at Buffalo, The State University of New York

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Posted Aug. 30, 2024, set to expire Aug. 4, 2025

Job Title	Research Support Specialist, Psychology
Department	Psychology
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Aug. 30, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Research/Technical/Laboratory
Job Website	https://www.ubjobs.buffalo.edu/postings/52480

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Job Description

The **Research Support Specialist** (RSS) will join a multidisciplinary team working on two federally funded studies. One is a clinical trial, the goal of which is to conduct an innovative, rigorous experimental evaluation of remote vs. in-person methods on trial efficiency (accrual) and quality (retention, treatment adherence, bio-specimen completion rates). The other is a lab study that aims to learn more about withdrawal from vaping.

The RSS will operate and make decisions within defined protocols, relying on the experience and direction of research scientists and senior staff for carrying out more complex analytical tasks. Some initiative is required in recognizing situations for which normal standard operating procedures and methods are not appropriate and in bringing these situations to the attention of the research scientists and senior staff for decision.

Typical duties include

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- Screening potential participants for eligibility
- Assisting with development of standard operating procedures
- Preparing for and running participant visits, including: collecting bio specimens, collecting survey data, collecting data on smoking and other behaviors over a specified time period, running cognitive and other computer assessments, reviewing medication adherence, providing smoking cessation support
- Preparing and sending study materials to participants
- Entering and maintaining records in REDCap
- Coding behavioral observations
- Attending lab meetings and multi-site meetings
- General clerical office duties

A high level of discretion, judgment, collaboration, initiative, and attention to details are required to accomplish position goals.

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](#).

As an Equal Opportunity / Affirmative Action employer, the Research Foundation will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.

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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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