

Project Coordinator, SON Center for Nursing Research
University at Buffalo, The State University of New York

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Posted Nov. 26, 2024, set to expire Aug. 4, 2025

Job Title	Project Coordinator, SON Center for Nursing Research
Department	SON Center for Nursing Research
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Nov. 26, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Coordinator
Academic Field(s)	Educational Services
Job Website	https://www.ubjobs.buffalo.edu/postings/54421

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Job Description

The University at Buffalo [School of Nursing \(UBSON\) Office for Nursing Research \(ONR\)](#) is looking to hire a **Project Coordinator** who will be responsible for assisting the Principal Investigator (PI) in coordinating and organizing all tasks related to a research project focusing on implementing a resiliency training program in Western New York.

Responsibilities include, but not limited to the following:

- Maintain and monitor project plans and project schedules.
- Responsible for community outreach activities and regular communication with community partners.
- Organize, attend and participate in stakeholder meetings.
- Recruit and conducting screening and interviews with participants.

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- Provide various reports to PI and team for review.

Learn more:

- Our [benefits](#), where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the [University at Buffalo community](#).

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.

Contact Information

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

Contact

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