

Staff Research Associate (9612C) - 75967
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=252560>

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Posted Feb. 3, 2025, set to expire Jun. 30, 2025

Job Title	Staff Research Associate (9612C) - 75967
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	Feb. 3, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Research/Technical/Laboratory
Apply Online Here	https://apptrkr.com/5972064

Apply By Email

Job Description

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About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

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We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

In 1921-2, in keeping with a growing trend across the nation, Berkeley's Department of Psychology was established as a separate unit, emerging from the Department of Philosophy. For nearly a century, the department has been a national and international leader in psychological research and the superior educational programs that we have provided to undergraduates and doctoral students. The Department of Psychology is a large, complex department within the College of Letters and Science (Division of Social Sciences). The department includes over 50 active faculty members, 27 career staff, approximately 8 temporary instructors, a number of visiting scholars and postdocs each year as well as a large cadre of Graduate Student Instructors and Graduate Student Researchers. The fundamental missions of the University, teaching, research and community service, are all met by the Department. Our teaching program is quite large. Psychology is an impacted major with 800 undergraduates and Department courses serve approximately 4000 students each semester as well as a large summer sessions offering each year. The Department has approximately 120 graduate students pursuing doctoral degrees in five specialized sub-fields. In research, the Department supports the work of 35 life science labs in work with both human and animal subjects as well an off-site Field Station.

Psychology is closely linked with several major research institutes/ORU's on campus: The Institute of Human Development, the Institute of Personality and Social Research, the Institute of Cognitive and Brain Science; and the Helen Wills Neuroscience Institute and works in collaboration with their administration to meet the needs of our faculty. Our outpatient clinic serves the surrounding community by providing vital, low cost psychiatric treatment and functions as a recharge unit.

Today, our award winning faculty conduct ground-breaking research in many areas of psychology, including behavioral and systems neuroscience, clinical science, cognition, cognitive neuroscience, development, social, and personality. Our PhD students go on to exciting careers in academia (e.g.

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Yale, Stanford, UCLA), industry (e.g., Facebook, Google), healthcare (e.g., Oakland Children's Hospital, Seattle VA) and policy (e.g., National Institute of Justice).

Position Summary

The research project associate will have responsibility for:

- Providing project co-ordination for one or both of the following randomized controlled trials: Treatment for mid-life and older people in various community settings and a habit formation intervention for young adults. This includes recruiting, randomizing, tracking, scheduling, liaising with both the university and community teams and ensuring they are all working together in an efficient and effective way, ensuring the study stay on the pre-specified timeline.
- Conducting psychological assessments of study participants pre and post treatment and for follow-ups at six and twelve months after treatment.
- Conducting literature searches and referencing and assisting with data and preparing grants.
- Project co-ordination of other ongoing clinic projects, and managing the GBSMRC facilities.
- Accurate data collection and storage.
- Assisting in developing new projects within the research group including coordinating community engagement.

Application Review Date

The First Review Date for this job is: 02/13/2025.

Responsibilities

Training and Psychological Assessment

- Travel to, training and psychological evaluation of study participants.
- Assessments are conducted pre and post treatment and for follow-ups at six and twelve months after treatment.
- Has latitude and flexibility to determine experimental outcomes.
- Provides project co-ordination of the following randomized controlled trials: Treatment for mid-life and older people in various community settings and a habit formation intervention for young adults.
- Recruits, randomize, tracks, schedules, liaise with both the university and community teams and ensures collaboration in an efficient and effective way, ensuring the study stay on the pre-

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Study Implementation and Coordination

- Ensure that our research protocol complies with federal and institutional guidelines for human subjects research: involves determining when and how research protocol needs to be amended and writing and revising descriptions of our Institutional Review Board protocol and forms.
- Ensure study timelines are met: includes tracking participants' progression throughout the studies; recruiting participants, making sure that follow-through assessments are completed in a timely manner.
- Training undergraduate research assistants in telephone screening (includes psychological assessment) and other research tasks.
- Implementing and coordinating study procedures.
- Includes scheduling of assessment and therapy appointments and sending out reminders as appropriate.
- Maintaining clinic website.
- Paying participants and maintaining the petty cash account.
- Travel to and communicate with community sites to engage community partners and facilitate the research which includes training to deliver the sleep treatment, setting up a train-the-trainer network, conducting assessments and recruiting providers and consumers to become involved in the study.
- Travelling to drop off and collect actiwatches.
- Assisting the develop new projects within the research team, including co-ordinating community engagement.

Lab Management:

- Organization, maintenance, and cleanliness of shared rooms, supplies, and storage.
- Liaising with building engineer/electronics tech/IS&T/CNS to keep lab computers, phones, and other technical equipment running optimally. Monthly maintenance on computers.
- Daily server and other file back-ups as needed.
- Updating, upgrading, and installing new software and hardware.
- Keeping lab technical records and media storage current.
- Facilitating repairs.

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- Purchasing supplies and preparing reimbursements.

Literature Review, Analysis, Writing

- Conducting literature searches and referencing; assisting with preparing grants.

Other duties as assigned.

Required Qualifications

- Willingness to and have a reliable means of transportation to travel between UC Berkeley and community sites.
- Experience with working in an academic research environment and in project coordination.
- The experience and interpersonal skills and drive to ensure the study stays on the timeline and that all participants attend assessments.
- Experience with evidence-based practice (e.g., delivery, training).
- Experience with working within county-based community settings.
- Experience with working with individuals who are distressed.
- Experience with Qualtrics and a data analysis software such as SPSS, R, Stata.
- Experience efficiently handling multiple fluctuating priorities and deadlines.
- Proven organizational ability.
- Highly responsible and detail-oriented.
- Demonstrated ability to work well as part of a team.
- Bachelor's degree psychology, social work, public health, public policy, nursing, medicine or in related area and/or equivalent experience/training.

Preferred Qualifications

- Familiarity with and/or can quickly learn UC Berkeley financial systems and administrative processes.
- Experience with website design and maintenance, Adobe Dreamweaver.

Salary & Benefits

This is a 100% full-time (40 hrs a week) exempt career position, which is paid monthly at an annual

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rate and is eligible for UC Benefits.

For information on the comprehensive benefits package offered by the University, please visit the University of California's https://apptrkr.com/get_redirect.php?id=5972064&targetURL=

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted annual salary that the University reasonably expects to pay for this position is \$60,245.54 (Step 1) - \$96,914.75 (Step 25).

How to Apply

- To apply, please submit your resume and cover letter.

Other Information

This position is governed by the terms and conditions in the agreement for the Research Support Professionals Unit (RX) between the University of California and the University Professional and Technical Employees (UPTA). The current bargaining agreement manual can be found at:

<http://ucnet.universityofcalifornia.edu/labor/bargaining-units/rx/index.html>

- This is not a visa opportunity.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the

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job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

Misconduct

SB 791 and AB 810 Misconduct Disclosure Requirement: As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

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[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the https://apptrkr.com/get_redirect.php?id=5972064&targetURL=U.S. Equal Employment Opportunity Commission poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_S

Contact Information

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

Contact

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N/A

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