**Job Title**
Research Coordinator, Ob-Gyn- Family Violence (PBL 19 hours or less per wk) - 69144

**Employer/ Agency**
University of Texas Medical Branch

**Job Description**
**Specific Job Related Duties**
- Assist in the coordination and monitoring of all research activities.
- Performs data analysis and data management for manuscript and report of research findings.
- Prepares report summaries, protocols, and conducts qualitative and quantitative analyses, data analysis and data administration.
- Assists the Principle Investigator with grant proposal preparation and submission, budget development.
- May prepare IRB documents under the direction of the Principle Investigator and assists with answering IRB stipulations to obtain final approval.
- Documents IRB and contract approval.
- Maintains and monitors source documentation for publications and sponsor requirements.
- Supports and assists with research collaborators and visitors on various studies and projects.
- May participate in manuscript writing.
- Participates in the presentation of research findings.
- Attends and participates in investigator meetings and workshops.
- Adheres to internal controls established for the department.
- Other duties as assigned

**Qualifications**
Min Qualifications
Bachelor’s Degree or equivalent and no experience required.

**JOB DESCRIPTION:** To provide coordination and monitoring of all phases and activities associated with university, community, and research programs.

**Salary/Hours**
Salary Range
$21.63 to 22.88 per hour, commensurate with experience.

**Employer/Agency**
University of Texas Medical Branch

**City, State, Zip**
Galveston, TX, Houston, TX, Austin, TX (Location flexible)

**Application Method**
https://utmb.jobs/jobs/69144/utmb/utbrms/galveston-tx/academic-research/research-coordinator-ob-gyn-family-violence-pbl-19-hours-or-less-per-wk-69144/

**Opening Date**
Immediate

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.