
Job Title	Senior Research Associate
PVN ID	HC-2104-003960
Category	Research
Location	HUNTER COLLEGE
Department	Brookdale Center for Healthy Aging
Status	Full Time
Annual Salary	\$75,000.00 - \$95,000.00
Hour(s) a Week	35
Closing Date	Jul 21, 2021 (Or Until Filled)

General Description

The Brookdale Center for Healthy Aging at Hunter College, CUNY works to create opportunities for everyone to age as well as anyone can. We take a life-course perspective on aging with a specific research focus on growing older with HIV, sexual and gender minority older adults, and related topics that advance our mission to develop policies and programs that support older adults.

GENERAL DESCRIPTION OF DUTIES AND RESPONSIBILITIES:

Under the supervision of the Brookdale Center for Healthy Aging's Director of Research and Evaluation, performs advanced data analysis and research activities independently, with varying degrees of supervision depending on the scope and complexity of the project and the assignment. May be assigned substantial independent responsibility for major or complex portions of research projects such as designing and executing analysis plans, program evaluations, and data collection strategies. Recruits and interviews research participants. Writes proposals and abstracts. Provides professional support to the Director of Research and Evaluation and other Brookdale staff as needed, including drafting project reports, making presentations, meeting with sponsors, and organizing intellectual exchanges with other researchers/scholars in person or via telecommunications.

Other Duties

OTHER DUTIES:

- Assists in designing research protocols, sampling techniques, and instruments to measure results; follows protocols for gathering qualitative and/or quantitative data, coding data or information, constructing data bases using specified technology, analyzing data, maintaining data security, and archiving data as needed.

- Works with other research staff to coordinate projects; ensures the effective completion of assignments by following protocols and accurately documenting research findings and progress. Keeps accurate, well-organized records.
- Supports institutional review board applications and compliance.
- Maintains confidentiality as required by the project or as directed by supervisors.
- Assists in planning meetings, conferences, web-based communication etc.
- Consults with other researchers and authorities in the field as appropriate.
- Trains new employees in routine processes.
- May from time to time supervise students for specific assignments.
- Performs the duties of lower-level positions as needed; performs other duties as assigned.

Qualifications

REQUIRED QUALIFICATIONS:

- A Master's Degree in an appropriate field of study, or specialty, from an accredited institution, and at least four (4) years of additional research experience.
- Advanced knowledge of research methods, quantitative and qualitative analysis.
- Proficiency in quantitative statistical software (SPSS, Stata, R, MPlus) and qualitative analysis software (Atlas.ti, NVivo), as well as Microsoft Office Suite (Word, Excel, PowerPoint).
- Knowledge or experience in the fields of gerontology, HIV/AIDS, and/or sexual and gender minority issues as evidenced in areas of study, teaching, publication, and/or research background.
- Ability to author or co-author reports of substantial complexity; when assigned, ability to organize and participate in colloquia, symposia, presentations of reports, demonstrations, performances, etc.
- Ability to communicate effectively with and convey complex concepts, intricate processes, and sophisticated statistical findings to Brookdale staff, other researchers, supervisors, students, administrators, and, when appropriate, the public.
- Knowledge of protocols for safe and ethical conduct of research, including but not limited to the study of human subjects.
- Knowledge of policies regarding intellectual property, use of facilities and equipment, allocation of time and materials to project costs, and utilization of IT resources.
- Ability to comprehend and act on assignments of varying complexity, and to handle multiple assignments simultaneously.
- Ability to work on a team as well as independently.
- Ability to use and manage web-based technology, as needed.
- Ability to listen and respond to the concerns/ideas of others.

PREFERRED QUALIFICATIONS:

- An earned Ph.D. or Ph.D. anticipated within six months of hire in an appropriate field of study from an accredited institution and not fewer than two (2) years additional research experience; and a record of research, publications, and scholarship in a related field.
- Fluency in Spanish.