



Job Title	Research Assistant
PVN ID	PH-2208-005024
Category	Research
Location	CUNY SCHOOL OF PUBLIC HEALTH & HEALTH POLICY
Department	CUNY ISPH
Status	Part Time
Salary	Depends on qualifications
Hour(s) a Week	0.00
Closing Date	Oct 16, 2022 (Or Until Filled)

General Description

The CUNY Graduate School of Public Health and Health Policy (SPH) has a rapidly growing research portfolio, and is recruiting for a research assistant (10 hours per week), whose work will involve data collection, entry, and analysis, community engagement, and community partner outreach and support. This work will be part of mixed methods project to build community-based organizations' capacity to foster health literacy in their New York City communities.

The position start date is immediate (or mutually agreed upon) and is expected to last until June 2023. Further extension is dependent on funding availability, performance and research interests aligned with SPH. This can be a partially remote position. The candidate must be based in the metro NYC area and available to come into the field during data collection or as needed.

Other Duties

Specific duties:

- Interview community members and community-based organization personnel
- Administer surveys to community members and community-based organizations personnel
- Data entry, data cleaning, and data coding
- Update data collection dashboards
- Contribute to preliminary data analyses
- Participate in community engagement activities
- Other project-related tasks assigned

Qualifications

Qualifications:

- Associates or Bachelor's degree (or advanced undergraduate student with research experience), Master's degree (or in progress) in epidemiology, community health, psychology, preferred.
- Bilingual in Spanish (native speaker) and English
- Strong organizational and time management skills
- Attention to detail
- Proficiency in Microsoft Office programs
- Experience (or coursework) conducting community-based research
- Excellent communication and organization skills