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<b>Job Title</b>	Research Coordinator
<b>PVN ID</b>	PH-2211-005244
<b>Category</b>	Research
<b>Location</b>	CUNY SCHOOL OF PUBLIC HEALTH & HEALTH POLICY
<b>Department</b>	Center for Innovation in Mental Health
<b>Status</b>	Full Time
<b>Annual Salary</b>	\$50,000.00 - \$60,000.00
<b>Hour(s) a Week</b>	35
<b>Closing Date</b>	Jan 30, 2023 (Or Until Filled)

## General Description

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### Research Coordinator Opportunity in Mental Health Implementation Science

#### Center for Innovation in Mental Health

#### CUNY Graduate School of Public Health and Health Policy

##### Details:

Full-time, salaried

35 hours per week

\$50,000-\$60,000

Applications are invited for an exciting research coordinator opportunity under the direction of **Dr. Victoria Ngo**, Director of the Center for Innovation in Mental Health and PI of multiple domestic and global mental health studies, including the Harlem Strong Initiative, Building Resiliency in Youth (BRY), C2C Job Plus, and Project Dep (Vietnam).

Our studies at CIMH focus on developing, implementing, and scaling up mental health and psychosocial interventions in community accessible settings, including primary care, community-based organizations, houses of worship, and studying the effectiveness of various team-based models of care and implementation strategies. All of our projects use a community-partnered process, where a collaborative network of health system, policy, academic, and community stakeholders work together to develop and support capacity building, strengthen healthcare and community systems, and problem solve implementation barriers.

**Harlem Strong Initiative (NIMH U01)** is a community-wide multisector collaborative to transform how mental health services are delivered in Harlem. Mental health task-sharing will be integrated into low-income housing, primary care practices, and community-based organizations. The goals are to (1) problem solve financing, access, and quality of care barriers, (2) support capacity building for mental health task-sharing for community

health workers, (3) facilitate coordination and collaboration across mental health / behavioral health, primary care, and social services, and (4) identify a set of common metrics and strategies for continuous system quality improvement. The research study will evaluate the impact and cost-effectiveness using a hybrid Implementation-Effectiveness design to assess effects of the Harlem Strong Collaborative on system and consumer outcomes.

**The full-time research coordinator position** for Harlem Strong will be based in the CUNY Graduate School of Public Health and Policy; the research coordinator will work closely with Dr. Ngo and the research team to support implementation of this project, along with analysis of large dataset of implementation and outcome data. They will also be expected to provide support during recruitment, site visits, and heavy data collection periods. In addition, there will be training opportunities to build research and clinical skills.

The center has a large network of collaborators and can offer many professional and research development opportunities.

See more about center projects here: <https://cimh.sph.cuny.edu/>

Qualified and interested candidates are welcome to follow up directly with questions to:

Victoria Ngo, Associate Professor & Principal Investigator, Director, CUNY Center for Innovation in Mental Health [victoria.ngo@sph.cuny.edu](mailto:victoria.ngo@sph.cuny.edu); please Cc Center Manager Catherine Dinh-Le at [catherine.dinh-le@sph.cuny.edu](mailto:catherine.dinh-le@sph.cuny.edu) to facilitate communication and scheduling.

## Other Duties

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- Update and track research timelines and deliverables
- Support IRB and research protocols updates
- Support survey development, programming, and other relevant data tasks
- Support interview guide development, implementation, and analysis
- Coordinate recruitment and payment of research participants
- Schedule relevant project meetings, including for research team and recruitment
- Support tracking and logging of documents for research activities
- Support development of recruitment materials and messaging, including online content
- Support preparation of reports, manuscripts, and presentations
- Attend relevant community events
- Attend project meetings

## Qualifications

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- Master's degree required in field related to Clinical/Counseling Psychology, Public Health, Implementation Science, Social Work, and/or Mental Health
- Ability to work onsite and occasional offsite activities in the community
- Strong interest in mental health interventions and implementation science research, especially in low-resource settings
- Strong interest in community-based interventions, health disparities, minority mental health, social

determinants of health, implementation science

- Experience preferred working with community navigators / community health workers
- Experienced preferred working in NYC neighborhoods and safety net organizations
- Familiarity and/ or experience working on large clinical trials
- Familiarity and/ or experience with developing and writing protocols
- Experience conducting research in culturally diverse contexts
- Language skills (Spanish, French, Chinese) are preferred