



STUDENT JOB DESCRIPTION

POSITION IDENTIFICATION

Position Title: Research Assistant
Classification Title: Graduate/Undergraduate Academic Assistant (GAA/UA)
VP/Faculty: Medicine
Department: School of Population and Public Health
Pay/hours: \$28/hour, 10 hours per week
Duration: 6 months. Possibility of extension.
Positions Available: One

JOB SUMMARY

The Research Assistant (RA) will assist with the recruitment of study subjects to a randomized controlled trial of SmartMom, a prenatal education program delivered by text messaging.

ORGANIZATION STATUS

This project operates out of the School of Population and Public Health (SPPH), Faculty of Medicine, at the Vancouver Campus of the University of British Columbia. The research team consists of Principal Investigator, Patricia Janssen and Research Manager, Sara Leckie, and Marketing and Communications Specialist, Dita Puspitarani.

RESPONSIBILITIES

The Research Assistant will perform the following duties:

- Review an online list of persons interested in participating in the study
- Contact these individuals with up to four attempts by telephone
- Explain the study consent and procedures via phone
- Obtain oral and written consent
- Determine randomization group via the online RedCap program
- Explain the procedure for the randomization group to the participant
- Document randomization and enrollment data

SUPERVISION

The Research Assistant will report to Sara Leckie, Research Manager. Errors made could influence the timely completion of work and compromise the results of research projects, impacting the credibility of the research team.

WORKING CONDITIONS

The Research Assistant will work remotely. Space is available at the BC Children's Hospital Research Institute if desired. The position will require a cell phone and internet access. The RA will receive a script to assist in the recruitment procedures.

QUALIFICATIONS

- Undergraduate degree in public health or a related field

- Clinical experience in maternal child health is an asset.
- Ability to work independently
- Ability to keep detailed documentation of recruitment procedure
- Fluency in oral and written English

To apply, please forward your cover letter and resume to Dr. Patricia Janssen, patti.janssen@ubc.ca by 5:00 pm on February 26, 2024.