OVERVIEW:

The Clinical Trials Assistant is involved with the implementation and execution of a variety of clinical research projects including the recruitment and enrollment of research study patients, specimen collection, and data collection from medical records, interviews, and questionnaires. These multiple functions require a significant degree of flexibility and independence to complete complex tasks.

This position is ideal for a highly motivated individual who may be taking time off between degrees. In this position, you will work with a highly productive and dynamic team of MDs, PhDs, and research scientists at a high-tier medical institution. The Clinical Trials Assistant will gain considerable knowledge of clinical research methods, prostate cancer biology, and urology. Clinical Trials Assistants will have the opportunity to shadow in clinic and in the OR. Seminars and other learning opportunities are also available.

RESPONSIBILITIES include, but are not limited to the following:

- Recruit and consent research participants for various clinical trials and research projects
- Coordinate and administer the logistical aspects of clinical trials
- Review CPRS (Computerized Patient Record System) patient charts to screen for possible subjects and to compile data for specific studies
- Trouble-shoot and modify protocol implementation when necessary
- Assist in the collection, processing, and shipment of specimens
- Attend phlebotomy training courses in order to perform blood draws/procedures as directed by the study protocol
- Assist in the collection and management of clinical data and collection of source documents
- Maintain study databases and other study-related spreadsheets
- Work effectively with Veteran populations
- Maintain patient confidentiality
- Work effectively as part of a team
- Adhere to safety and compliance regulations

QUALIFICATIONS/EXPERIENCE: Requires an organized, task oriented, deadline-sensitive individual with a Bachelor’s degree. Must deal diplomatically and professionally with administration, faculty, clinical and lab personnel, and subjects. Demonstrated leadership, professional initiative and teamwork abilities are required. Prior experience with clinical research, lab work (specifically DNA extraction), FDA regulations, HIPAA considerations, and consenting process is preferred. Please note this position requires an applicant who is comfortable with processing human specimens such as blood, urine, and feces; in addition, undergoing phlebotomy training.

TO APPLY: Please apply with cover letter and resume at: https://freedlandlab.recruitee.com/. Employees work for the Institute for Medical Research and will have an appointment at the Durham VA Medical Center. Please visit www.imr.org for information about employee benefits. Multiple job vacancies are available. Expected start date in June. Employees must undergo a VA Medical Center drug test and physical prior to hiring. We do not sponsor applicants for work visas. We are an equal-opportunity employer.