



## How to Apply

A cover letter is required for consideration for this position and should be attached as the first page of your resume. The cover letter should address your specific interest in the position and outline skills and experience that directly relate to this position.

## Job Summary

The Emotion and Temporal Dynamics (EmoTe) Lab within the Prechter Bipolar Research Program at the University of Michigan carries out research in bipolar disorder. The primary study of the EmoTe lab that is seeking a Research Area Specialist Associate is focused on understanding affective, cognitive, and neural mechanisms of impulsivity in bipolar disorder. The study uses neuropsychophysiology (EEG), clinical interviews and questionnaires, cognitive testing, and smartphone and wearable based measures daily life assessment (EMA, Fitbits). This is an ideal position for someone interested in pursuing graduate school in a related field (clinical psychology, neuroscience, psychiatry).

## Why Join Michigan Medicine?

Michigan Medicine is one of the largest health care complexes in the world and has been the site of many groundbreaking medical and technological advancements since the opening of the U-M Medical School in 1850. Michigan Medicine is comprised of over 30,000 employees and our vision is to attract, inspire, and develop outstanding people in medicine, sciences, and healthcare to

become one of the world's most distinguished academic health systems. In some way, great or small, every person here helps to advance this world-class institution. Work at Michigan Medicine and become a victor for the greater good.

### **What Benefits can you Look Forward to?**

- Excellent medical, dental and vision coverage effective on your very first day
- 2:1 Match on retirement savings

## **Responsibilities\***

With guidance from the primary investigator, the Research Area Specialist Associate will handle organizational and administrative details of assigned projects, including but not limited to:

- Participant recruitment (via the community, UMHealthResearch, UM inpatient psychiatry, existing research registries)
- Perform diagnostic screens, obtain informed consent, and schedule potential research participants
- Coordinate study visits, study compliance, and day-to-day operation of the project
- Collect data and perform basic quality assurance and pre-processing of data
- Assess mood and cognitive functioning in participants using standardized questionnaires, diagnostic interviews, and neuropsychological assessments. Set up of mobile and wearable applications on smartphones.
- Assist in preparation of IRB applications, progress reports, and continuing reviews
- Create and manage study materials (Standard Operating Procedures, recruitment materials, etc).

Opportunities exist for individual research projects, posters, and papers.

## **Required Qualifications\***

- Bachelor's Degree in a related field

- One - three years of work experience related to mental health or research (can be undergraduate volunteer experience)
- Strong interpersonal and communication skills
- Exceptional organizational skills and attention to detail
- Quick thinking, problem-solving skills, and ability to change tasks quickly and frequently

## Desired Qualifications\*

- Some understanding of bipolar or mood disorders
- Some familiarity with or specific interest in EEG, neuropsychological testing, and mobile mental health technologies
- Familiarity with REDCap or similar data management software
- Ability to work comfortably with research participants
- Familiarity with statistical programs such as R or Matlab

## Work Schedule

Monday through Friday 9AM to 5PM with some evening requirements (hours will be adjusted).

Note that we attempt to accommodate research study participants with full time work and scheduling demands and thus offer evening visits if necessary. This is also sometimes required due to accommodating multiple staff members schedules for in person visits. We try to minimize evening visits but when not possible, visits are offered until 8 PM if necessary.

## Work Locations

This is primarily an in-person position with some hybrid capabilities. Individuals in this position will be expected to work onsite in Ann Arbor, MI.

The study includes in person visits to this location so the individual in this position must be willing and able to be in person Monday - Friday.

## Modes of Work

Positions that are eligible for hybrid or mobile/remote work mode are at the discretion of the hiring department. Work agreements are reviewed annually at a minimum and are subject to change at any time, and for any reason, throughout the course of employment. Learn more about the [work modes](#).

## Additional Information

More information on the lab can be found at <https://sperry.lab.medicine.umich.edu/>

This position is a term-limited position for two years. Extension of the role beyond two years is contingent on the continued availability of funds. If not renewed at the end of the term, this appointment will not be eligible for Reduction-in-Force (RIF) benefits. This term-limited appointment does not create a contract or guarantee of employment for any period of time as you will remain subject to disciplinary or other performance measures, up to and including termination, at the will of the University in accordance with existing University policy and standards for employee performance and conduct.

## Background Screening

Michigan Medicine conducts background screening and pre-employment drug testing on job candidates upon acceptance of a contingent job offer and may use a third-party administrator to conduct background screenings. Background screenings are performed in compliance with the Fair Credit Report Act. Pre-employment drug testing applies to all selected candidates, including new or additional faculty and staff appointments, as well as transfers from other U-M campuses.

In addition to the screenings indicated above under Michigan law, a criminal history check including fingerprinting is required as a condition of transfer or employment for this position.

## Application Deadline

Job openings are posted for a minimum of seven calendar days. The review and selection process may begin as early as the eighth day after posting. This opening may be removed from posting boards and filled anytime after the minimum posting period has ended.

## **E-Verify**

The University of Michigan participates with the federal EVerify system. Individuals hired into positions that are funded by a federal contract with the FAR EVerify clause must have their identity and work eligibility confirmed by the EVerify system. This position is identified as a position that may include the EVerify requirement.

## **U-M EEO/AA Statement**

The University of Michigan is an equal opportunity/affirmative action employer.

# Job Detail

**JOB OPENING ID**

259360

**WORKING TITLE**

Research Area Specialist Assoc (2 YR Term Limited)

**JOB TITLE**

Research Area Specialist Assoc

**WORK LOCATION**

Ann Arbor Campus  
Ann Arbor, MI

**MODES OF WORK**

Hybrid

**FULL/PART TIME**

Full-Time

**REGULAR/TEMPORARY**

Regular

**FLSA STATUS**

Exempt

**ORGANIZATIONAL GROUP**

Medical School

**DEPARTMENT**

MM Heinz C. Prechter Bipolar R

**POSTING BEGIN/END DATE**

1/23/2025 - 2/06/2025

**CAREER INTEREST**

Research