**RESEARCH ASSISTANT APPLICATION**

***Dr. Victoria Scott’s Community Action Research Laboratory***

***Department of Psychology***

***University of North Carolina at Charlotte***

The primary purpose of a research assistant position is to provide an opportunity for advanced and qualified students to obtain firsthand, supervised research experience in psychology. As a research assistant, you will work with a team of research assistants and graduate students to assist with a research project. You should not expect to be able to conduct a research study of your own.

I am looking for bright, proactive students to join my research team. There are number of active research projects; however, currently, I am looking particularly for students with an interest in the iCare Study, Post-Partum Study and/or the Philanthropy-Private Cross-Sector Project. There may be opportunity to work on the other active projects as new needs arise. See *Project* section of website for project information.

As a research assistant, you will have some or all of the following duties:

1) *conduct basic research*: help recruit and retain participants, run participants through study protocol from informed consent to debriefing, enter and analyze data, prepare presentations;

2) *be a member of the lab group*: attend regular lab meetings in which we discuss relevant literature, research protocol issues, and study progress;

3) *conduct library research*: conduct literature reviews, write up summaries, and present synthesis to lab group;

4) *assist in the lab*: help set up and maintain lab equipment and supplies and provide general administrative support; and

5) *attend community-based meetings:* join research team in meetings with community partners; assist with notetaking and contribute to conversations

6) *other*: students have the option of adding other skills they wish to learn that are within the scope of the project and its timeline.

Serving as a research assistant requires that you sign up for supervised research. Some of the options for this include:

* PSYC 3806 Research Assistantship (between 1-3 credits)
* Volunteer time in the laboratory

#### Following are the *required qualifications* for a research assistant position: 1) a commitment of 3-9 hours per week during the semester (3hrs/1credit); 2) a minimum 3.5 cumulative GPA; and 3) a commitment of two consecutive semesters, especially if you are seeking a recommendation letter for grad/medical school or employment following graduation.

#### Following are *preferred but not required* qualifications: 1) experience in the healthcare setting; 2) experience with SPSS and other data analytic software; and 3) coursework in Statistics and Research Methods with grades of B or better.

Contact information:

Victoria C. Scott, PhD, MBA

Office: Colvard 4035

Email: vscott10@uncc.edu

**Instructions:** Please complete this application and submit it to me via email. Enter information in the yellow spaces provided. For the options associated with the grey boxes, highlight or circle your response choice.

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| --- | --- | --- | --- |
| *Name:* |  | *UNCC ID:* |  |
| *Email:* |  | *Phone:* |  |
| *Major(s):* |  | *Minor:* |  |
| *Cumulative GPA:* |  | *Major GPA:* |  |

*Status*:  Undergraduate student  Graduate student

Freshman  Junior  1st year  3rd year

Sophomore  Senior  2nd year  4th year

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| --- | --- | --- | --- |
| *Expected graduation date:* |  | *Number of semesters you can commit:* |  |

*Semester(s) and year(s) applying for:*

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| --- | --- | --- | --- | --- |
|  | Fall | Spring | Summer | Year |
| Semester 1: |  |  |  |  |
| Semester 2: |  |  |  |  |

*Please mark all times when you would be available for the first semester for which you are applying to work as an RA. Mark N/A if you have graduated.*

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| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| 8:00-9:00 |  |  |  |  |  |
| 9:00-10:00 |  |  |  |  |  |
| 10:00-11:00 |  |  |  |  |  |
| 11:00-12:00 |  |  |  |  |  |
| 12:00-1:00 |  |  |  |  |  |
| 1:00-2:00 |  |  |  |  |  |
| 2:00-3:00 |  |  |  |  |  |
| 3:00-4:00 |  |  |  |  |  |
| 4:00-5:00 |  |  |  |  |  |
| 5:00-6:00 |  |  |  |  |  |
| I am unsure about my schedule |  |  |  |  |  |

*Please state anything I should know about your schedule:*

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*Please indicate the operating systems/programs that you have experience using:*

|  |  |  |
| --- | --- | --- |
| Word | PC Windows | PsycINFO |
| Excel | PowerPoint | Medline |
| SPSS | Endnote | Internet Explorer |

|  |  |
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| Other: |  |

*Estimate your ability to type*:  Inexperienced  Experienced  Proficient

*Please list all relevant coursework (e.g., psychology, statistics, health-related, physiology, biology):*

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| --- | --- | --- | --- |
| Course name | Grade | Course name | Grade |
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*List any previous research experience (including experience in lab courses in biology, etc.). Include your supervisor’s name, dates of your involvement, project description, and your specific role and duties.*

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*Why do you want to work in my lab?*

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*What experience and knowledge do you expect to gain from being a research assistant, in general and specifically in my lab?*

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*What are your career/education plans, both long and short-term?*

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*Please provide two references (professor, teacher, supervisor – no parents or friends):*

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| Name: |  | Email: |  |
| Relationship: |  | Phone: |  |

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| Name: |  | Email: |  |
| Relationship: |  | Phone: |  |