**Overview**

**GENERAL SUMMARY OF POSITION:**

Under the general direction of the department head or designee, the Research Psychologist will administer a selection of diagnostic tests and structured tasks with research subjects. The Psychologist will also provide training and supervision to research assistants in the administration of psychometric measures.

**Responsibilities**  
  
**MAJOR RESPONSIBILITIES:**

* Obtain consents, including permission to review medical records
* Screen research subjects, conduct medical/family history interviews, and assess research subjects
* Describe and explain the general purposes and extent of the clinical and laboratory testing included in the study design
* Provide consultation to Principle Investigators or their designees on appropriate diagnostic measures and tests
* Administer and score tests as specified in individual research protocols. Where appropriate, furnish diagnostic test reports
* Perform structured manual guided therapy under the supervision of licensed psychologists and psychiatrists as part of a research protocol
* Lead the patient in a variety of structured tasks and lessons to learn coping skills
* Abstract pertinent data from medical records onto the project case report form
* Assist in all project related documentation, including preparation of materials for project meetings, IRB submissions, summary reports, and ongoing project evaluations
* Maintain follow-up with study subjects as specified in the research protocol
* Assist with recruitment efforts, may include giving talks/trainings in the community
* Supervise and train research assistants in the administration of specific assessment measures
* Coordinate with Research Coordinator to maintain records
* Perform other duties as required.

**Qualifications**

**REQUIRED QUALIFICATIONS:**

* Master's Degree in psychology, or equivalent. PhD is strongly preferred
* 2 years experience administering a variety of tests
* Strong verbal and written communication skills are essential
* Demonstrated knowledge of federal requirements for the conduct of research protocols
* Ability to work independently, strong organizational skills, flexibility and the capacity to interact effectively with a variety of individuals and audiences
* Ability to travel to off-site locations

**PREFERRED QUALIFICATIONS:**

* Prior experience administering standardized assessments, including I.Q testing.
* Prior experience testing infants and young children.
* Experience using the ADOS and/or ADI-R

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