

The Temple University Infant and Child Laboratory at Ambler (Directed by Professors Kathy Hirsh-Pasek and Nora Newcombe) is seeking a project coordinator to work with Dr. Hirsh-Pasek on a project investigating play and creativity in young children. This position is grant-funded for 1 year, starting in July 2019.

Lab Coordinator duties may include:

- Management of day-to-day lab operations
- Contacting research sites (schools, museums, and parks) to coordinate research
- Recruitment and scheduling of children aged 2 months to 16 years
- Stimuli design and creation
- Data collection, entry, coding, and analysis
- Presentation of findings at collaborative lab meetings and in federal grant reports
- Management of IRB protocols
- Research grants administration and accounting
- Training and supervising of research assistants

The lab coordinator will also have the opportunity to collaborate in research that will be presented at conferences and published in journals.

Required qualifications:

- B.A. or B.S. in Psychology, Neuroscience, Education, or a related field
- At least 6 months experience working in a lab and/or community-based research setting, preferably with infants and/or children

Preferred qualifications:

- Computer skills and proficiency with MS Office
- Excellent interpersonal, leadership, writing, and organizational skills
- Ability to interact with a diverse population of participants
- Ability to travel to off-site locations that may not be accessible by public transportation
- Proficiency with SPSS, SAS, and/or R

If interested, please send a resume/CV and cover letter to Jelani Medford, Lab Coordinator, at jelani.medford@temple.edu. To be considered for this position, applicants must also apply online at <http://careers.temple.edu/>. The job number for this position is **19001124**. Applications will be viewed on a rolling basis and accepted until the position has been filled. Please visit our website (www.temple.edu/infantlab) for more information about the lab.