

## Announcing Research Coordinator Position Available Immediately

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The Shaw Institute is hiring a specialized Research Coordinator (RC) to support the management and execution of a global health study over the next six months (August 2019 – January 2020). Project starts immediately (anticipated start date August 5, 2019) and involves travel to sites in the US, Europe, and Latin America over the next six weeks.

This is a unique, exciting opportunity for a highly motivated, flexible individual with an environmental/public health background and exceptional communication, analytical, and organizational skills. Ideally, the RC will be based in the New York metro area and will work from locations in NYC, Maine, and Amsterdam.

Upon successful project completion, this position will be extended to support a series of planned global health research projects commencing in 2020.

### About the Shaw Institute

The Shaw Institute is a nonprofit scientific research organization based in Maine and New York City. Founded in 1990 by environmental health scientist Dr. Susan Shaw, its mission is to discover and expose environmental threats to people and wildlife through innovative science and to engage in strategic partnerships to improve human and ecological health. Over three decades, the Institute's pioneering research on ocean pollution, sentinel species, plastics, flame retardants, and climate change has fueled public policy nationally and internationally.

[www.shawinstitute.org](http://www.shawinstitute.org).

### Primary Job Responsibility:

The Shaw Institute, in collaboration with Parley for the Oceans, the Amsterdam-based Plastic Health Coalition and the Free University (VU) of Amsterdam, will carry out a six-month health study looking at exposure to plastics in a select cohort of sports players. The RC will work under the guidance of the Director/Principal Investigator (Dr. Shaw) to successfully manage and execute all phases of the research, including:

- Obtaining permits (informed consent, human subjects) and questionnaires
- Securing contractual services (clinical, analytic, consulting)
- Travel to sites, assisting the VU technician and clinic staff with sample (blood & serum) collection/processing/maintaining QA/QC
- Transport of samples to the analytical lab (VU/Amsterdam)
- Statistical analysis/interpretation/reporting of results
- Drafting of reports and manuscripts for journal publication
- Presentations for scientific meetings, press conferences, legislative hearings

The RC will assist with participation of subjects in the research, and will be well informed of inclusion and exclusion criteria. He/she will assist with drafting informed consent documents, questionnaires and ensuring all subjects complete the necessary forms. The RC will collaborate with the PI and members of the research team to maintain appropriate documentation of research activities. The RC will assist the PI and VU technician to manage inventory and ensure that appropriate supplies are available to conduct sample collection with a high level of QA/QC. The RC will help facilitate the transport of samples from various sites to the VU/Amsterdam lab.

The RC will assist the PI and research team with reporting outcomes to appropriate parties, and will contribute to statistical analysis, drafting reports and journal manuscripts, and preparing presentations for diverse global audiences.

**Reports to:** Director/PI

Candidates must have a Master's or preferably a PhD degree in environmental health sciences, environmental policy or a related field with 5 years experience. The successful candidate will demonstrate excellent research and communication skills, ethical work practices, attention to detail, critical thinking skills, and knowledge of budgeting and financial principals. He/she will have a commitment to protecting environmental/pubic health consistent with the Shaw Institute mission, broad-based experience in research implementation, data analysis and interpretation, and demonstrated computer, analytic, writing, and presentation skills. Proficiency with database and statistical programs required.

**Time Requirement:** This is a full-time position involving extensive travel. Work hours may be long at times, depending on project needs, requiring flexibility and commitment to completion of the work at various stages.

**Salary:** Competitive, DOE

To apply for this position, please email your CV with a cover letter, writing samples, and contact information of three references to: [sshaw@shawinstitute.org](mailto:sshaw@shawinstitute.org). Email subject line: Research Coordinator.