



Research Project Manager

[posted on 12/14/16; position closes on 1/6/17]

Dr. Shawna J. Lee, Director of the Parenting in Context Research Lab (<http://www.parentingincontext.org/>) in the School of Social Work, seeks a part-time or full-time (32 – 40 hours per week) research project manager to begin January 2017. The project manager will work with Dr. Lee to implement and evaluate a grant-funded community-based research project in Flint, Michigan. The Healthy Start program provides home visitation to at-risk pregnant women. Our research group is implementing and evaluating the effectiveness of a series of activities intended to engage the male partners of pregnant women who are participating in Healthy Start. More information here: <http://www.parentingincontext.org/healthy-start-engaged-father-program.html>.

The research manager will be involved in a variety of tasks that include designing and implementing components of the intervention, collecting qualitative and quantitative data from study participants, and coordinating intervention and research activities with community partners as well as UM-based work-study students, among other activities.

The successful applicant must demonstrate that he or she has strong personnel and time management skills, is highly efficient and able to work independently with accountability, is able to work effectively with community partners, has a background in research and evaluation, has a strong commitment to community-based work and research, and is able to commit to this project for at least 10 months.

Key Tasks:

- Schedule interviews with study participants and coordinate interview schedule with MSW work-study students.
- Conduct qualitative interviews with study participants.
- Help to plan, design and implement a media campaign targeting low-income fathers.
- Assist with oversight of the Engaged Father program outreach case managers, who are based in Flint.
- Work with community partners through the Genesee County Healthy Start program.
- Design appealing and easy to read parent education materials targeting fathers on topics relevant to pregnancy and the first year of life.
- Develop the protocol for an online social support group for fathers.
- Coordinate statewide Healthy Start evaluation team meetings that take place every four months.
- Provide reports on project activities to community partners.

- Conduct literature reviews on relevant research topics.
- Conduct descriptive data analysis in Qualtrics, SPSS, or Stata.
- Use Endnote to manage bibliographic references.
- Prepare tables and figures for manuscripts and grants.

Additional Requirements:

- Work 32- 40 hours per week.
- Spend approximately 1 – 2 days per week in Flint.
- Minimum 10-month commitment.
- Attendance at regularly scheduled research lab meetings on campus and meetings in Flint.
- Track hours spent on various tasks and submit weekly updates/ reports to our collaborative group.

Potential Benefit to Applicant:

- Contribute to a community-based social work research project.
- Receive research mentorship from professor.
- Gain valuable skills to enhance applications for future studies (e.g., MSW or doctoral training).
- Earn opportunity to gain authorship on peer reviewed publications.
- Professor is willing to consider overseeing mentored independent projects.

To be considered for this position, submit the following materials in one email (preferably as one document or PDF) to Shawna J. Lee (shawnal@umich.edu).

Incomplete applications will not be considered.

1. Resume,
2. Cover letter describing your relevant qualifications and interest in the position,
3. List of 3 references with full contact information so they can be reached; and
4. Writing sample (this could include a project report, grant proposal, paper from a class, or any relevant writing sample).