

JOB OPPORTUNITY: Research Assistant

A qualified individual is needed for a student research assistant position with the Center for Public Health Systems Science (CPHSS). CPHSS is a research center within Washington University's George Warren Brown School of Social Work. This position will be located at Washington University's Danforth Campus.

The research assistant will primarily be involved in a collaborative project with the Centers for Disease Control and Prevention (CDC) to develop evidence-based user guides. These guides are for use by tobacco control staff across the nation when designing comprehensive tobacco control plans.

Major responsibilities will include:

- Assisting with development (including writing, editing and layout) of guides (55%)
- Assisting with literature review, synthesis, and summary (30%)
- Other duties as assigned (15%)

Minimum requirements:

- In-progress master's degree in public health, social work, social sciences, or public policy
- Strong interpersonal and oral and written communication skills
- Proficient computer skills; experience with Microsoft Office required
- Experience with performing literature searches, summary, and analysis
- Highly dependable and organized
- Ability to work independently or as part of a team

Preferred requirements:

- Experience synthesizing results of literature review and translating into strong written documents
- Experience with Adobe Creative Suite software (e.g., InDesign and Illustrator)
- Experience with EndNote software

Part-time, student position 12-15 hours/week

Anticipated Start Date: August 2017

Questions?

Contact: Stephanie Andersen
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<http://cphss.wustl.edu>

MSW/MPH students can apply through
Symplicity (Job #21995)
Cover Letter Required