**Roanoke College**

**Undergraduate Research Field Study**

# Role: Research Assistant

Purpose: Gain experience working in research with a seasoned Principal Investigator (PI) on current research protocols.

## Duties

* Data entry/management/coding (excel, SPSS)
* Prepares IRB Protocol submissions (initial, continuing review, amendments, etc)
* Informed Consent (IC) quality management
* Contributes to the preparation of research products including protocols, scientific manuscripts for publication, and scientific posters
* Protocol binder management
* Analyze data, present outcome
* Grant Submissions: Bibliography/literature review and background/introduction writing

## Activities

* IRB/R&D Meetings
* Research Week – help plan, present posters
* Grand Rounds participation (Psychology and Medicine)
* Research Service rotation – learn administrative side of research
* Clinical observership

## Without Compensation (WOC) Appointment Requirements

* Scope of Practice Document (PI signs)
* Trainings: TMS VA Privacy and Info Security, VA Privacy and HIPAA Training, VA CO Compliance and Business Integrity, Fire/Life Safety, Emergency Preparedness, and CITI Training

## Outcome

* Produce 3 page paper on lessons learned and application of field study program to future studies, turned into Roanoke College
* Present Poster or presentation on outcome of field study, at Roanoke College and/or VA Research Week

## Time Requirement

* 100-120 hours
* 1 Semester, with the option for additional based on performance

## Application

* Cover Letter (including interests)
* CV
* Transcript
* Letters of recommendation (2)