

10-Jul-2020

Research Assistant II Non-Lab

Harvard Medical School

52204BR

Job-Specific Responsibilities

Dr. Michael E. Chernenw, the Leonard D. Schaeffer Professor of Health Care Policy and Director of the Healthcare Markets and Regulation Lab (HMR Lab), seeks a full-time research assistant to coordinate and perform a wide range of complex research support tasks and procedures, under minimal supervision. The selected candidate may work as part of a team in compiling, analyzing, summarizing, and presenting results, although, the individual's assigned tasks may be performed independently and unsupervised. The ideal candidate will contribute substantially to a number of research projects in health care economics and health care policy. Health policy research areas may include but are not limited to: payment reform, health care spending, consumer and patient engagement, quality measurement, delivery system transformation, health insurance exchanges, and risk adjustment. The critical work of this position is to provide research assistance, including but not limited to the following tasks: conducting literature reviews, collecting, organizing and analyzing data, summarizing and communicating information, drafting reports, summaries, manuscripts or other documents for publication or presentation; preparing PowerPoint slides, assisting in the development of grant proposals, data use applications, and IRB protocols. The candidate will be expected to make use of selected methodology and materials, spreadsheets, statistical software applications or programs, and other investigative techniques. This position is ideal for candidates seeking to conduct research in preparation for an advanced degree in health economics or health policy, as well as those interested in becoming immersed in the many facets of these research areas. Prior research experience is required, along with demonstrated knowledge of standard research methods and statistical analysis techniques. Candidate must be an effective communicator, in both written and verbal formats. The ideal candidate will be self-motivated to succeed with limited supervision and direction.

Basic Qualifications

2 or more years research experience required (education may count towards experience)

Additional Qualifications

High-level understanding of health policy and health care systems in the U.S. Experience with statistical programming using at least one of the following, a plus: STATA, SAS, Python, R. Bachelor’s Responsibilities will require knowledge of health care delivery systems and the relevant research populations; an understanding of statistics, statistical programs, and research methods, as well as data management. Responsibilities will require strong written and verbal communication skills and the ability to communicate objectives to multiple audiences. Required interpersonal skills: the ability to work well within a group or independently; organization and attention to detail; demonstrates initiative and resourcefulness to complete tasks without high-level direction; independent judgment, patience, and ability to maintain a calm and cooperative attitude during periods of increased activity.

Additional Information

This is a one-year term position with strong potential for renewal.

Harvard offers an outstanding benefits package including:

Time Off: 3 - 4 weeks paid vacation, paid holiday break, 12 paid sick days, 11.5 paid holidays, and 3 paid personal days per year.

Medical/Dental/Vision: We offer a variety of excellent medical plans, dental & vision plans, all coverage begins as of your start date.

Retirement: University-funded retirement plan with full vesting after 3 years of service.

Tuition Assistance Program: Competitive tuition assistance program, \$40 per class at the Harvard Extension School and discounted options through participating Harvard grad schools.

Transportation: Harvard offers a 50% discounted MBTA pass as well as additional options to assist employees in their daily commute.

Wellness options: Harvard offers programs and classes at little or no cost, including stress management, massages, nutrition, meditation, and complementary health services.

Harvard access to athletic facilities, libraries, campus events and many discounts throughout metro Boston.

The Harvard Medical School is not able to provide visa sponsorship for this position.

Job Function	Location
Research	USA - MA - Boston
Job Code	Sub-Unit
403113 Research Assistant II Non-Lab	-----
Department	Time Status
Health Care Policy	Full-time
Salary Grade	Union
053	55 - Hvd Union Cler & Tech Workers
Pre-Employment Screening	
Identity	
Schedule	
35 hrs. per week Monday - Friday 9:00 am - 5:00 pm	

EEO Statement

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law.

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