



Student/Volunteer Assistant Application

Altman Clinical and Translational Research Institute Building
9452 Medical Center Drive
La Jolla, CA 92037

Instructions:

Please complete this application and send to ucsdpositivity@gmail.com along with a **cover letter and CV/Resume** if you have not already sent these to us.

Date: ____/____/____

Name: _____

Address: _____

Phone: _____

Email: _____

Major: _____

GPA: _____

Major GPA: _____

Quarters completed: _____

Expected (or actual) graduation date: _____

or:

Semesters completed: _____

or:

I've already graduated:

Note: Those applying must work in the lab **12 hours per week in-person for 12 months**

(including summer) between the hours of 9:00 AM to 5:00 PM (Monday to Friday). The hours can be split up into shifts of 3 hours or more over 2, 3, or 4 days a week. Please do not apply if you cannot meet those non-negotiable requirements.

How many quarters/semesters (or months if non-student) can you commit to this position? _____

Will you be able to work in-person for 12 hours per week? YES ☐ NO ☒

Will you be available to work in the lab during the summer? YES ☐ NO ☐

Are you planning on applying for research credit through UCSD (PSYC 199 or other)? YES ☐ NO ☐

Computer Background: Please check or list the operating systems/software/programming languages that you have experience using.

☐ PC DOS

☐ PC Windows

☐ Macintosh

☐ Unix

☐ MS Word

☐ Excel

☐ SAS

☐ SPSS

☐ Statistica

☐ Systat

☐ Access

☐ Filemaker Pro

☐ HTML

☐ Visual Basic

☐ Java

☐ R

☐ Python

☐ REDCap

☐ MATLAB

☐ E-Prime

Other: _____

What are your plans after graduation and how will this lab position help in reaching that goal? If you've already graduated, what are your future goals and how will this lab position help in reaching those goals?

What kind of research are you most interested in?

List relevant completed coursework:

Below is a list of roles we have for RAs and a brief description of the roles:

Confederate:

A confederate is an essential role in the lab and interacts with participants during a study task that measures participant's anxiety. During an interaction, (also known as the BAT Social Affiliation Task), confederates and participants alternate back and forth reading and answering question slips that become increasingly more intimate/personal over the course of the interaction. Confederates have interaction scripts well memorized ahead of time so that they can convey warmth and friendliness, and remain natural.

Phone Screening:

In order to enroll study participants, we need to first determine if they are a part of the population we aim to study. Phone screeners field initial inquiries from people interested in participating, document contact with them, and collect information used to determine initial eligibility. The main role of a phone screener is to determine whether a person is initially eligible for our study. **It is not to diagnose a person and it is not to provide therapy.**

SRP Data Management:

The Self Report (SRP) data management team oversees and implements all data entry. They are also responsible to ensure that all of the data is entered accurately. The SRP data management team is in charge of troubleshooting any errors, missing or inaccurate data and then reporting issues back to the supervisor, and inputting SRP data on REDCap as well as the excel tracking sheet. Having accurate self-report data is necessary because this data will be analyzed and reported on in future study related papers.

Behavioral Data Management:

The behavioral data management team oversees all of the computer task data administered within the study. These roles are in charge of ensuring all behavioral data is accounted for and processed in a timely manner. This processing is done using SPSS. This team also provides regular data summaries to the lab. It is important that this team reports any issues immediately in case there is an issue with how the data itself is being collected.

fMRI Data Management:

The fMRI data management team oversees the accuracy and quality of our neuroimaging data. These roles are in charge of checking scan IDs, making sure all the necessary files are in the fMRI2 server, performing basic scripts to process the neuroimaging data, and quality control (QCing) the neuroimaging data. Members of this team may also be asked to create brain images for the participants and send them via email once the participant has completed all study procedures.

Recruitment:

The recruitment team is responsible for implementing efficient and effective participant recruitment procedures for all ongoing studies. The team collectively strives to meet recruitment goals set by study grants, timelines, etc. This role is vital to PEARL study success, as recruitment impacts everything onward: from phone screens to enrolled participants.

Please check the boxes for the roles you are initially interested in based off the descriptions above (please note that most RAs have 2-3 roles in lab and this list is not exhaustive):

- ☐ Confederate
- ☐ Phone Screening
- ☐ SRP Data Management
- ☐ Behavioral Data Management
- ☐ fMRI Data Management
- ☐ Recruitment

Please block out times that you know you **cannot** work for the foreseeable future.

Please note: Research assistants must come in for a minimum 12 hrs/wk between 9am and 5pm, Monday to Friday.

	Mon	Tues	Wed	Thurs	Fri
9:00 AM					
9:30 AM					
10:00 AM					
10:30 AM					
11:00 AM					
11:30 AM					
12:00 PM					
12:30 PM					
1:00 PM					
1:30 PM					
2:00 PM					
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4:30 PM					
5:00 PM					