

Title: Research Assistant

(This position reports to the Rush University faculty as part of a collaborative research project jointly sponsored by Rush Institute for Healthy Aging and Chinese American Service League)

ABOUT THE POSITION

- Assist with interview data collection
- Actively working with project manager to recruit and schedule Chinese elders for participation in research study, including explaining the goals of the study, obtaining informed consent, and arranging for the evaluation of study participants
- Follow-up by phone, email, and mail with study participants under the directions of project manager
- Assist in advertising and promoting scientific research in the community
- Assist in the preparation and writing of manuscripts and publications
- Provide assistance in writing community reports, and community health newsletters, in Chinese and English, geared toward Chinese community
- Support community health outreach efforts in the greater Chicago area
- Perform other duties as necessary to advance research in aging and health
- Salary rate \$15-\$20 an hour
- International applicants welcomed

JOB REQUIREMENTS

- The position requires a Bachelor's Degree in social sciences, public health, or related field
- Native Chinese speaker strongly preferred: Cantonese and/or Taishanese
- Experience working in the Chinese community
- Organized, detail-oriented, and proactive
- Communication skills, careful attention to accuracy, and the ability to function in a team environment are essential