

JOB TITLE	Student Assistant
DEPARTMENT NAME	BNHS School of Nursing
JOB LOCATION	Health Sciences Building
CONTACT/SUPERVISOR	Huong Q. Nguyen, RN, PhD
PHONE NUMBER	206-543-8651 (Complete 10-digit number)
EMAIL ADDRESS	HQN@u.washington.edu
BOX NUMBER	357266
EMPLOYMENT PERIOD	Summer Only [] Sum & Acad Year [X] Acad Year Only []
HOURS PER WEEK	Sum: 40 hrs/wk [] up to 19 hrs/wk [X] Acad Yr: up to 19 hrs/wk [X]
RATE OF PAY	\$9.50 (Compliance with current UW Student Pay Schedule)

Duties and Responsibilities:

Assist project with online research participant recruitment, perform data entry and data cleaning, scanning documents, help with literature search, compose patient visit packets, develop web-based surveys with supervision, attend weekly team meetings, and complete other duties as assigned

Minimum Qualifications:

In-depth knowledge of various social networking web sites and web marketing strategies
Advanced Office 2007 (Excel, Word, Power Point, Visio) skills
Able to write clearly and persuasively
Willing to keep a predictable and flexible schedule

Educational Benefits:

Work with and learn from an excellent group of nurse researchers from UW and UCSF. Learn how nurses are doing research with technology to help people manage their lung condition.

OFFICE USE ONLY

Job Class Code: 0875 0872 Grad: 0881 0882 0883
51% Comp. to Classified: Yes [] No []
State [] Federal []
Open [] Closed []

JOB NUMBER:

11BNHS07

JOB CATEGORY:

RESEARCH