

MASSACHUSETTS GENERAL HOSPITAL

GENERAL SUMMARY/ OVERVIEW STATEMENT

The Medical Practice Evaluation Center is seeking full-time Research Assistants to work with an internationally recognized multidisciplinary team from Massachusetts General Hospital and Harvard Medical School with collaborators at the Harvard T.H. Chan School of Public Health, Yale School of Medicine, Weill Cornell Medical College, and Brigham and Women's Hospital as well as multiple international sites. The group uses methods of clinical epidemiology, economics, and simulation modeling to evaluate clinical outcomes, costs, and cost-effectiveness of strategies for preventing, managing, and treating HIV/AIDS as well as other diseases. Our research efforts include work in the United States as well as in Brazil, Côte d'Ivoire, France, India, Mozambique, South Africa, Thailand, and Zimbabwe.

Example projects include:

- Examining the impact of pre-exposure prophylaxis (PrEP) for populations at high risk of acquiring HIV in India
- Assessing cost-effectiveness of tuberculosis diagnostics in South Africa
- Determining optimal uptake of strategies for prevention of mother to child transmission (PMTCT) in Zimbabwe
- Studying the impact of pre-travel vaccination for international travelers
- Evaluating the cost-effectiveness of a genotypic test for drug resistance for people starting antiretroviral therapy in the United States

Research Assistants collaborating with our group frequently go on to pursue careers in medicine, public health, epidemiology, and health policy research.

Please note:

- This position is based in Boston and does not involve international travel.
- Given the specialized nature of our research methodology, we ask our Research Assistants to make a two-year commitment.

Interested candidates should apply via www.massgeneral.org/careers. Job ID: 3074848.
For more information regarding our group, please visit <http://www.massgeneral.org/mpec/>.

****When applying, please upload a cover letter, resume, and transcript (unofficial is acceptable).****

PRINCIPAL DUTIES AND RESPONSIBILITIES

Responsibilities include, but are not limited to, the following activities:

- Work with investigators to conduct multiple clinical and cost-effectiveness analyses on key aspects of HIV disease management (as well as other chronic and infectious disease treatment and prevention) using a computer simulation model
- Perform systematic literature reviews and synthesize relevant data
- Participate in model development, refinement, and debugging
- Contribute to the documentation of model inputs and update model user manuals
- Assist in abstract, poster, and manuscript preparation

- Present study results to the team
- Organize group meetings including setting up conference calls and taking minutes
- Collaborate with Compliance Specialist to prepare Institutional Review Board (IRB) applications and related documents regarding human subjects compliance
- Help prepare grant applications and related documents
- Assist in preparation of slides for lectures and seminars
- Provide general administrative support to the group

QUALIFICATIONS

The position requires a bachelor's degree, with a strong background and demonstrated ability in quantitative analysis. The candidate must possess superior organizational, time management, verbal, and written communication skills as well as the ability to interact professionally at all levels.

Additional qualifications include:

- Strong academic performance: 3.5 cumulative GPA strongly preferred, with an equal or stronger performance in your major(s)
- Exceptional attention to detail
- Capacity to organize and manipulate large amounts of data
- Proficiency with standard Microsoft Office software (particularly Excel) as well as the ability to learn new software applications
- Ability to work both independently and as part of a team, and to collaborate with team members located remotely
- Intellectual independence and initiative
- Interest in public health, health policy, economics, and/or medicine
- Familiarity with statistical programming software a plus
- Previous research experience preferred

SKILLS/ ABILITIES/ COMPETENCIES REQUIRED

Exceptional quantitative and analytical skills are essential. Computer skills, as described above, are required. The candidate must have excellent English language (spoken and written) skills.

WORKING CONDITIONS

Duties will be carried out in a typical office environment.

EQUAL OPPORTUNITY EMPLOYER

Massachusetts General Hospital is an Equal Opportunity Employer actively committed to increasing the diversity of our faculty and staff. Women and members of underrepresented minority groups are therefore strongly encouraged to apply.

The above is intended to describe the general contents and requirements of work being performed by people assigned to this classification. It is not intended to be construed as an exhaustive statement of all duties, responsibilities or skills of personnel so classified.