Summer Research Trainee

Albert Einstein College of Medicine | Department of Medicine/Division of Endocrinology | Diabetes Research Center/Global Diabetes Institute | Bronx, NY

Hours per week: 37.5 hr/week, Monday - Friday
Intended Start Date: End of May/Early June 2020
Intended End Date: Early August 2020
This position is unpaid; student is responsible for seeking funding from external scholarships or their undergraduate institution

Dr. Meredith Hawkins, Professor of Medicine at Albert Einstein College of Medicine and Director of the Einstein Global Diabetes Institute, is seeking a summer research trainee to begin in the early summer (mid May or early June). The research trainee will play a vital role in the development of current and new research protocols. The ideal candidate should have a strong research background, work well with others, and be a highly motivated self-starter. The research trainee will work very closely with the research team and will gain valuable insight into how clinical research in diabetes is conducted using state-of-the-art pancreatic and glucose clamp technologies. Moreover, this individual will have an important role in organizing and supporting multiple functions of the Global Diabetes Institute and maintain effective communication with collaborating investigators in India and Uganda. This would be an excellent opportunity to gain a wider variety of experiences for pre-medical students, and all our previous research trainees have matriculated at prestigious medical schools.

Responsibilities:
- Assist with recruitment of research participants for clinical research trials and activities related to diabetes
- Assist with writing research documents including presentations, manuscripts, grant proposals, and journal articles
- Conduct data analysis for existing research studies
- Keep study specifics and methods up to date for each research protocol
- Support Global Diabetes Institute team members in developing programs (including scheduling, travel, expenses, fund-raising)

Skills:
- Excellent communication skills, both written and oral
- Strong analytical and organizational skills
- Effective time and resource management
- Strong interpersonal skills
- Develops effective relationships with research participants, faculty, and staff
- Significant experience with Microsoft Office Word and Excel, as well as reference software (e.g., EndNote, RefWorks, etc.)

Qualifications:
- Minimum: Must be at least a sophomore
- Available mid May/early June to early August
- Interest in healthcare and science
- Interest in patient education in both local and global communities preferred

Application Instructions: Students who are interested in applying should send a resume and a cover letter expressing their interest and highlighting their qualifications to Tulsi Patel at tulsi.patel@einsteinmed.org