



# Example of Education Research Job Description

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Our growing company is searching for experienced candidates for the position of education research. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for education research

- Clearly articulate scientific findings to professional audiences and/or government officials at venues such as national conferences or client locations, and through traditional reports social media and multimedia platforms
- Responsible for assisting the Director in the development, implementation, and management of the Research Quality Improvement Program (RQIP) for the protection of human participants in research
- Responsible for performing quality improvement initiatives and audits of IRB approved protocols
- Generates correspondence and technical reports for investigators, sponsors, IRB members and other facility personnel on research protocol and compliance issues, as requested
- Maintains software system for management of IRB protocol submissions
- Assists IRB administrative staff with the day to day processing of electronic study submissions
- Assists the Facility Ethics and Compliance Officers with research and compliance related issues
- Work independently to support new and ongoing research projects, including design, planning, execution, and outcome analysis
- Serve as the primary point of contact for HERC
- Provide administrative support to HERC staff

## Qualifications for education research

- Experience leading research teams
- A STEM background would be helpful
- Experience with StudioCode/Vosaic
- Experience working in a remote employee environment as a collaborative member of cross-functional business teams preferred
- PhD, EdD (terminal degree) from a regionally accredited university in Education, Education Management, Education Leadership, P-12 Studies, Research Methods, Curriculum and Instruction, Teacher Leadership, Education Technology Leadership