**Position purpose and complexities**

We are seeking a student to support the Hep C Free Washington Evaluation. This study is seeking to inform progress of the program from the care cascade and cost to provider and patient barriers and successes. Specifically, this position will support one of the study aims dedicated to understanding implementation of different public health strategies to increase screening of and linkage to care for hepatitis C.

**POSITION RESPONSIBILITIES:**

**Design/ Data collection(10%)**

* Design follow up survey/interview for administrators
* Structure collected data based on REAIM framework and identify gaps in data provided

**Data management (10%)**

* Work with the study coordinator to ensure harmonized cleaning, sharing, and storage of data.
* Generate routine summaries of data to be presented in reports or presentations
* Organize study data storage, version control, and archiving

**Data quality monitoring and assurance (10%)**

* Independently monitor incoming study data; Maintain a proactive and forward-thinking approach to data quality
* Develop, run, and maintain quality assurance code and generate queries in a timely and consistent manner to meet project timelines
* Present progress updates in weekly data team meetings and provide written summaries as needed

**Other study activities (20%)**

* Work closely with investigators and operations team to deliver project goals and meet deadlines
* Present progress updates in weekly data team meetings and provide written summaries as needed
* Work with central and site teams to ensure configuration of high quality and accurate data variables
* Participate in weekly data and logistics meetings and present updates
* Participate in meetings with other PIs, Program Managers, Study Coordinators, and Data Managers to promote knowledge sharing and learning.

**POSITION REQUIREMENTS/DEGREE EXPERIENCE:**

* Bachelor’s degree in Epidemiology, Biostatistics, or relevant field with at least two years of experience in data management or analysis, or equivalent combination of education and experience.

**DESIRED QUALIFICATIONS:**

* Graduate student in implementation science, or relevant field
* Attention to detail and a commitment to quality in the research process
* Good organizational skills, including effective time management, with proven ability to meet deadlines
* Ability to work independently in a fast-paced research environment and collaboratively as a member of a multi-disciplinary scientific team
* Excellent interpersonal skills, including ability to communicate effectively both orally and in writing
* Proficiency in other programming languages, e.g. Stata
* Experience with data quality assurance and quality control activities
* Experience with administrative data

**CONDITIONS OF EMPLOYMENT:**

* Available for phone calls/meetings
* Deadline-driven environment, often requiring extended hours