

Employment Opportunity



Center for Medical Technology Policy

401 East Pratt, Suite 631
Baltimore, MD 21202

Position Description: Research Associate

The Center for Medical Technology Policy (CMTP) is seeking a Research Associate to assist with projects where we are working collaboratively with a broad array of stakeholders to improve the process for generating credible and timely information about the real world risks, benefits and costs of promising new medical technologies. CMTP is a private, non-profit organization that provides a neutral forum in which patients, clinicians, payers, manufacturers and researchers can work together to design and implement prospective, real world studies to inform health care decisions.

Major Duties:

Under the direction of the Vice President of Programs, the Research Associate will assist in the conduct of CMTP's projects. The project work will entail supporting Project Directors as they work with multi-stakeholder groups, such as patients, clinicians, health plans, and manufacturers, to design and develop feasible solutions for conducting prospective clinical research or patient registries.

Responsibilities will include:

- Organize and summarize data gathered on key topics for CMTP's multi-stakeholder workgroups of payers, clinicians, patients, and product developers
- Research legislative issues as they pertain to ongoing CMTP projects
- Proofread and edit documents
- Draft articles, memos, charts, tables and graphs
- Assist in the coordination and planning of events
- Prepare meeting notes
- Perform other duties as assigned

Qualifications:

- A minimum of a Bachelor's degree in health care, social science, science or public policy (or related field)
- Strong research and writing skills
- Well-organized self-starter who works well with minimal supervision

Other desirable skills:

- Strong demonstrated analytic skills; some experience performing rudimentary statistical analysis a plus (including analysis of descriptive survey data)
- Experience interpreting medical or health services research literature
- Interest in clinical research and/or medical technology issues
- Comfort working under pressure and tight deadlines
- Ability to multitask

For more information about CMTP, visit www.cmtpNet.org.

Employment Opportunity

Time Commitment:

Desired time commitment is 40 hours per week.

Send cover letter, resume, writing sample and transcript in confidence to:

Cathy McDonald

Executive Assistant

Center for Medical Technology Policy

cathy.mcdonald@cmtynet.org

Review of applications will begin immediately and continue until the position is filled.