



Research Associate
Center for Medical Technology Policy
Baltimore, MD

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 public health or health-focused public policy (or related field)
- Strong research and writing skills
- Well-organized self-starter who works well with minimal supervision
- Computing expertise and web-savvy, particularly experience with html and web design

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
- Commitment to the Center's mission and goals

Time Commitment:

Desired time commitment is 20 hours per week.

To apply:

Send cover letter, resume, writing sample, and contact information for three references in confidence to:

Penny Mohr
Vice President, Programs
Center for Medical Technology Policy
penny.mohr@cmtynet.org

More information about CMTP is available at www.cmtynet.org.