Position Announcement

Research Assistant for Trauma Sensitive Pedagogy Project

Researchers at the Pennsylvania State University and the University of Maryland seek two detail-oriented, energetic, highly organized and independent individuals to support their Trauma Sensitive Pedagogy (TSP) curriculum project. One position will be based at the Pennsylvania State University, University Park, PA and the other at the University of Maryland, College Park, MD. This is a ten-to-twenty-hour per week, six month position, with renewal contingent upon funding and performance.

Position Description

The TSP research assistants will be responsible for supporting activities around curriculum planning and implementation, which will include the following responsibilities:

I. Scheduling, organizing and documenting meetings
II. Curriculum development
   • Developing learning activities appropriate for online participants
   • Developing curriculum performance measures
III. Coordinating a Summer Institute/Piloting of TSP in Maryland
IV. Supporting the administration of TSP performance and implementation measures
V. Additional duties as assigned in support of the project

Minimum Qualifications

● Bachelor’s degree in social work, psychology, education or related field
● Evidence of excellent oral and written communication skills
● Evidence of exemplary interpersonal skills
● Evidence of strong analytical and organizational skills
● Evidence of technology skills (Google Apps and Microsoft Office)

Preferred Qualifications

● Master’s degree (or doctoral student) in social work, psychology, education or related field
● Field experience in social work, behavioral mental health, education
● Experience developing curricula
● Experience with online learning platforms
● Familiarity with adult learning theory in the context of professional development
The University of Maryland, College Park, an equal opportunity/affirmative action employer, complies with all applicable federal and state laws and regulations regarding nondiscrimination and affirmative action; all qualified applicants will receive consideration for employment. The University is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, religion, sex, national origin, physical or mental disability, protected veteran status, age, gender identity or expression, sexual orientation, creed, marital status, political affiliation, personal appearance, or on the basis of rights secured by the First Amendment, in all aspects of employment, educational programs and activities, and admissions.

**Applicants should submit the following materials electronically:** Cover letter summarizing qualifications; a current curriculum vitae; names, addresses, phone numbers, and email addresses of three individuals who may be contacted by the committee as references; and two writing samples (one formal, such as a literature review/report, and one informal, such as an email to a colleague or a supervisor). Incomplete application packets will not be reviewed.

**For best consideration, please submit all materials by 9:00 A.M. on March 1, 2019.** All inquiries, nominations and applications should include the subject line “TSP Research Assistant” and be sent to: CECEI@umd.edu.