**Nutrition and Health Equity Research Assistant- The Leak Research Group**

**The Leak Research Group** (LRG; Principal Investigator: Tashara M. Leak, Ph.D., RD   
is seeking to hire a **full-time Nutrition and Health Equity Research Assistant (RA)** to work on several obesity prevention studies conducted with culturally diverse youth in New York City (NYC). Candidates must have prior research experience, substantive experience working with adolescents (12-18 year), AND be deeply committed to addressing the ways in which structural racism impact the health of historically marginalized communities.   
  
This is a full-time, 1-year appointment based in NYC, with the possibility of renewal. This is a fully in-person position (i.e., no remote work). Thus, candidates should be based in or have the capacity to commute to and around NYC.

**Job Summary:**

The Research Assistant will work on several studies, including the following:

Black Girls for Wellness: A 12-week culturally tailored, telehealth lifestyle intervention that aims to improve diet and physical activity among Black adolescent girls at risk for type 2 diabetes (T2D). Each week, participants will engage in 1) a live stream wellness session (mindfulness and nutrition lesson), 2) an at-home-cooking experience preparing plant-based ethnic dishes using ingredients sent via a grocery delivery service, and 3) live stream group Afrocentric dance classes offered by CUMBE (based in Brooklyn).

The Advanced Cooking Education (ACE) 4-H After School Club: ACE is a 12-week 4-H after-school club for 7th and 8th-grade students at NYC schools that receive Title 1 funding (federal funds given to low-income serving schools). Each week, participants will meet one day after school for wellness and professional development session (mindfulness, exposure to careers in food and nutrition, nutrition lesson), and another day, they will engage in a self-guided culinary session at home (prepare a plant-based ethnic meal). To learn more about ACE, visit <https://www.aceprogramnyc.com/>.

**Responsibilities and Duties:**

The research assistant will be responsible for:

* Assist with administrative tasks and day-to-day research activities. (20%)
  + Communicate and follow the directives of the LRG leadership team.
  + Maintain multiple office spaces (e.g., keep stock of equipment/supplies).
  + Participate and take notes during research team meetings.
  + Assist with institutional review board (IRB) submissions, which involves corresponding with IRBs at multiple institutions.
  + Maintain relationships with community partners (e.g., attend events that community partners host).
  + Assisting in the preparation of infographics including study findings, conference abstracts/posters, grant submissions, reports, etc.
* Lead recruitment, screening, and enrollment of study participants. (15%)
  + For BGW: Screen potential participants using EPIC (electronic medical records) to determine eligibility, recruit patients during clinic visits, and schedule eligible participants for their in-person data collection visit.
  + For ACE: Lead in person and virtual recruitment events at participating schools and enroll eligible study participants.
  + General: Review consent and assent forms for completeness, maintain database to ensure participant contact information and private information are safely stored.
* Lead and coordinate data collection efforts (25%)
  + For BGW only: Assist clinical staff with collection of biological specimens, and train participants on how to wear accelerometers.
  + General: Collect height, weight, waist circumference, body fat %, and dermal carotenoid levels; Train participants on how to keep 24-hour diet records; enter diet record data into the Nutrition Data System for Research.
  + Assist with entry, cleaning, and data management.
* Lead intervention activities in person and virtually (40%)
  + Send weekly reminders about the days/times for intervention activities.
  + Place grocery orders and coordinate deliveries.
  + Energetically lead intervention activities (e.g., meditations, stretching, journaling, affirmations, hands-on career exploration, nutrition lessons).

**Knowledge and Skills:**

* Ability to take initiative and simultaneously manage multiple research activities with minimal supervision.
* Excellent communication skills (verbal and written).
* Excellent organizational skills in implementing multiple nutrition/health programs.
* Proficiency with MS Office Suite (e.g., Excel).
* Preferred:
  + Experience with survey software (e.g., Qualtrics, REDCap)
  + Experience with statistical software (e.g., STATA, SAS, etc.)
  + Experience with medical records software (e.g., EPIC)

**Education and Experience:**

* Bachelor’s degree in nutrition or related field.
* At least 1 year of relevant research experience.
* Experience working with culturally diverse youth.

**Preferred**

* Experience working in clinical settings and/or clinical trials.
* Master’s degree.
* Registered Dietitian credentials.

**To apply:**

<https://cornell.wd1.myworkdayjobs.com/en-US/CornellCareerPage/details/Clinical-Research-Assistant--The-Leak-Research-Group_WDR-00033896-1>

Include a Cover letter describing your research experience and experience working with target populations, Curriculum vitae/resume, and a Writing sample.

Tashara M. Leak, Ph.D., RD

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Assistant Professor | Division of General Internal Medicine | Weill Cornell Medicine

Co-Director |Action Research Collaborative (ARC) | Cornell University

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University Job Title:

Research Aide IV

Job Family:

Academic Support

Level:

D

Pay Rate Type:

Hourly

Pay Range:

$23.50 - $31.75