**Recruiting Full-Time Research Manager**

**NUS Motivation and Self-Regulation Lab**

The Motivation and Self-Regulation Lab at National University of Singapore, directed by Dr. Patricia Chen, is hiring a full-time Research Manager to begin as early as possible. We invite enthusiastic, motivated individuals with excellent communication skills to apply. The Research Manager will work closely with other lab members to support, design and conduct research.

Our lab studies the mindsets and behaviors that lead to effective learning, performance, and high well-being. We design and test social psychological interventions that address the challenges that people face, with the goal of helping them achieve their educational, professional, and health goals. A successful candidate would be someone who would feel comfortable being involved in all aspects of research, as well as taking good care of general lab business (e.g., training & coordinating undergraduate research assistants, recruiting & running subjects, communicating with staff at our research sites, constructing stimuli, managing & analyzing data, etc.).

The Research Manager will have the opportunity to be involved in multiple phases of the research process, working with senior members of the lab (graduate students, postdoctoral researchers, and the faculty). Primary responsibilities include: managing the lab and performing administrative duties (e.g., assisting with IRB protocols, maintaining lab website), establishing and maintaining partnerships with local and international schools, recruiting and managing research assistants, recruiting participants, data collection in the lab, online, and field sites, and managing and analyzing data.

This position is ideal for those keen on pursuing a Ph.D. degree in social, cognitive, or organizational psychology, and for related industry jobs. The research assistantship is also beneficial for those interested in gaining first-hand experience conducting psychological research with real-world impact.

A Bachelors degree or above in Psychology, Cognitive Science, Education, or related fields is preferred. Previous research experience (particularly in social, cognitive, or organizational psychology), strong statistical background, and programming skills (e.g., with SPSS, R, Qualtrics, e-prime, excel) is desirable, but not all required. The candidate must be self-motivated, mature, and have excellent interpersonal, communication, and time management skills.

This position is posted as a one-year position with a $2,500 monthly starting pay. Ideally the position would be held for two years, with renewal contingent upon performance.

If you would like to apply, please send the following materials to Dr. Patricia Chen (patchen@nus.edu.sg):

* a cover letter (describing your prior research experience and skills, statistical skills, research interests, and long-term goals),
* CV, and
* the name, email address, and contact information of at least one recommender, who can ideally attest to your research experience and/or character strengths.

Interested candidates are encouraged to apply as soon as possible. Applications will be reviewed on a rolling basis until the position is filled. You may email Dr. Patricia Chen at patchen@nus.edu.sg if you have any questions. We will invite shortlisted candidates for an interview.