

SPECIAL SERVICE FOR GROUPS JOB POSTING

Title: Postdoctoral Research Fellow
Full-time (40 hours/week)
Pay Range: TBD by Director

Division: Asian Pacific Counseling and Treatment Centers
Location: Riverside, CA
Posted: September 28, 2021

Special Service for Groups, Inc. (SSG) is a non-profit organization dedicated to providing community-based solutions to the social and economic issues facing those in greatest need. SSG has evolved into a model organization designed to provide services for diverse groups with maximum efficiency and impact. SSG invites immediate applications for a postdoctoral fellowship, under the mentorship of Dr. Andrew Subica, Ph.D., University of California, Riverside School of Medicine, on a new CDC-funded research study of Asian American (AA) and Pacific Islander (PI) communities in Riverside County. The study will address COVID-19-related disparities with two overarching strategies: (1) Mobilize partners to advance health equity and address social determinants of COVID-19 related health; and (2) Increase/improve data collection and reporting for populations disproportionately affected by COVID-19. The study period is from October 2021 through May 2023. The fellow will receive close mentorship, supervision, and training toward establishing a successful independent research career including preparing and submitting peer-reviewed publications and presentations, and extramural grants as principal, co-principal, or co-investigator. Individuals interested in health disparities or community-based participatory research are especially encouraged to apply.

Essential Duties

The fellow will have direct responsibility in coordinating the study, including supporting the research team in: maintaining virtual and in-person collaboration and communication with community groups in Riverside; monitoring outreach and recruitment protocols; conducting quantitative and qualitative data collection and analysis; developing study designs, study protocols, and IRB applications; and scholarly dissemination within both community and scientific forums.

Minimum Qualifications:

- Ph.D. in public health, psychology, social work, sociology, or a related field
- Proficiency or interest in community-based research, planning research projects, and research design
- Strong quantitative, qualitative, and applied research skills
- Ability to work effectively with members of underserved groups
- High level oral and written communication and organizational skills
- Ability to work independently in partnering with community groups and stakeholders to collect and analyze data
- Ability to work independently in completing administrative and community-oriented tasks necessary to complete community-based research projects
- Experience preparing and submitting reports and manuscripts for submission to funders and peer-reviewed journals
- Computer Literacy – ability to use MS Office, Outlook, and Adobe Acrobat programs
- Reliable transportation and proof of a valid California driver license and auto insurance
- Fully COVID-19 vaccinated

**Submit cover letter, curriculum vitae with three references and any inquiries to
employment@apctc.org**

*Special Service for Groups, Inc. (SSG) is an Equal Opportunity/Affirmative Action Employer
SSG will consider for employment qualified applicants with criminal histories in a manner consistent with the
requirements set by law.*