

**JOB OPENING**  
**Temporary Full-time Research Assistant**



**LeCroy & Milligan Associates, Inc.**, provides consultation in designing and conducting research, evaluation and training in human services. LeCroy & Milligan Associates is based in Tucson, Arizona, and invites applications for a temporary, full-time research assistant position.

**Temporary Position:** Research Assistant, full-time about 30-40 hours per week.

**Position Description:** As part of a teen pregnancy prevention research study, the individual hired will be responsible for coordinating and conducting data collection activities for the Guy Talk program. Guy Talk is a program for adolescent males to help them build the skills they need to make good life choices and avoid risky behaviors. Due to the gender specific curriculum, this position requires the applicant to be male.

**Responsibilities:**

- Coordinate and maintain complete and accurate records of data collection activities.
- Maintain participant contact data in a tracking database.
- Make thorough efforts to retain participants in the project through various retention methods.
- Effectively communicate with their supervisor and project team in a timely way about questions or challenges that are impacting the study.
- Other related tasks as determined by the research team.

**Qualifications:**

- Bachelor's or associate degree preferred OR relevant data collection/research experience OR 2+ years of related experience.
- Excellent communication and organizational skills.
- Ability to work flexible schedule.
- Ability to pay close attention to detail.
- Ability to work effectively independently and in a team environment.
- Applicants are required to have a Level One Fingerprint Clearance Card OR be eligible to apply and pass fingerprint clearance.
- Applicants are required to have a valid driver's license and an insured and reliable means of transportation.
- Ability to travel to program sites in Tucson and around Southern Arizona (Douglas, Nogales, and Bisbee).

**Hours and Compensation:**

- The position will start August 21st and dependent upon funding and performance, may continue beyond January.
- The position is between 30-40 hours per week.
- The hourly rate for this position is \$12 per hour.
- May involve some evening and weekend hours.

**Send Cover Letter and Resume to:**

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