5-2-2014

Research Assistant (Online Learning) : generic job description

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Recommended Citation
USFSP, "Research Assistant (Online Learning) : generic job description" (2014). Online Learning Guidelines and Reports. 9.
https://digital.usfsp.edu/olits_dl_guidelines_reports/9

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Research Assistant (Online Learning)

Job Summary

At the direction of faculty and under the coordination of the Online Learning and Instructional Technology Services department of the Poynter Library, the Research Assistant supports faculty in the research process including discovery, design, analysis, presentation and publication.

Essential Functions

• Serve as research liaisons between academic departments and the Online Learning and Instructional Technology Services department
• At the direction of faculty and under the coordination of the Online Learning and Instructional Technology Services, conduct, present, and publish research that relates to online learning including best practices, student retention, ADA compliance, resource pathways and emerging technologies.
• At the direction of faculty and under the coordination of the Online Learning and Instructional Technology Services department, explore grant opportunities and auxiliary sources of research funding.
• At the direction of faculty and under the coordination of the Online Learning and Instructional Technology Services department, assist in the coordination of research symposiums, lecturing events, and research-related professional development opportunities.

Minimum Qualifications:

• Three year’s college education
• Familiarity with online learning research trends
• Demonstrated knowledge of computer platforms, software, and Internet
• Strong research skills