



## LAB MANAGER POSITION

### Cognitive and Language Development Laboratory

The Cognitive and Language Development Lab at Concordia University seeks a full-time Lab Manager. The anticipated start date of this position is **July 16<sup>th</sup>** (flexible). The appointment is funded for one year, with the possibility of reappointment on an annual basis. Priority will be given to applicants who can make a two-year commitment, at minimum.

The lab is directed by Dr. Diane Poulin-Dubois and its members consisting of both graduate as well as undergraduate students. More about the lab can be found here: [www.cldlab.com](http://www.cldlab.com)

The Lab Manager will aid in carrying out funded research projects on the development of early cognitive and language skills. Managing the lab includes diverse responsibilities, including scheduling and supervising other researchers and research assistants; recruiting participants; data collection, coding, and preparation for analyses; maintaining computers and data collection equipment.

#### **We are seeking applicants with the following qualifications:**

- A Bachelor's degree in Psychology or a related field;
- One or more years of significant experience in a research laboratory;
- English-French Bilingual (essential);
- Good computer skills (e.g., proficiency with Word and Excel are essential; proficiency with one or more other packages (e.g., SPSS, E-Prime, R, etc.) is desirable;
- Experience and comfort with working with digital audio files, pictures and movies, as well as interfaces between software and hardware for creating and displaying such stimuli;
- Experience working with infants and/or children and their parents.

#### **The following qualities are also essential to the position:**

- Excellent leadership, communication, and interpersonal skills;
- Attention to detail;
- Ability to meet deadlines and balance multiple tasks and projects;
- Willingness to learn new skills and acquire new responsibilities;
- Self-motivation;
- The ability to work independently as well as collaboratively.

Please send: (1) CV or resume, (2) cover letter detailing interests, relevant experience, and future educational or career goals to: Catherine Delisle at [dpdlab@gmail.com](mailto:dpdlab@gmail.com)