Job Title: **Research Registered Nurse**

Location: Minneapolis VA Medical Center

Job Code: Nurse, Part-time: 32 hours/week, Benefits-eligible, Exempt

Supervisor: Principal Investigator

Section: 3010

**Summary:**

The Center for Veterans Research and Education (CVRE), whose mission is helping to support innovative research and education initiatives that improve the health and well-being of Veterans, is seeking a Research Registered Nurse. The Research Registered Nurse is responsible for the day-to-day management of the study operation including recruitment, enrollment, and follow up of study participants; communication with other health care providers as well as the participant's family/significant others; and communication with the data coordinating center and/or the sponsor. The Research Registered Nurse uses advanced clinical, interpersonal, and communication skills to describe the protocol to the prospective study subject and family, to consent the subject and to perform all the tasks required by the study protocol. The Research Registered Nurse incorporates the age, gender, cultural and learning needs of patients; adheres to ethical principles and nursing standards in delivering care and consenting the subject; demonstrates use of effective skills for communication and patient education with individuals and groups; and demonstrates mandatory organizational and clinical competencies of the position. The Research Registered Nurse will have overall project management responsibilities and perform these in accordance with Federal regulations, IRB requirements, and Good Clinical Practice guidelines. This position works on cardiovascular clinical trials with an emphasis on heart failure.

**Responsibilities:** Major duties and responsibilities may include, but are not limited to the following:

Clinical Functions:

* Ability to initiate, coordinate, and manage all aspects of the clinical study process
* Ability to identify and recruit study participants
* Ability to communicate and collaborate with the Institutional Review Board (IRB)
* Ability to perform hands-on patient assessments per study-specific protocols, including phlebotomy, obtaining vital signs, ECGs, and quality of life questionnaire testing (training and certification will be provided)
* Processing and shipment of study-related biospecimens
* Protect the rights of the subjects
* Ability to communicate and work effectively with study participants and professional, technical, and support staff from a variety of disciplines
* Develop appropriate policies and procedures for best nursing practices in the research project
* Clean RME (Reusable Medical Equipment) per SOP (Standard Operating Procedure)

Administrative Functions:

* Analytical skills and the ability to evaluate the quality of data collected and progress toward overall program objective
* Computer proficiency, including familiarity with CPRS and Excel
* Enter computer progress notes and flags as required by protocol
* Ability to communicate and collaborate with the Institutional Review Board (IRB); prepare IRB application and continuing review paperwork and respond to inquiries from regulatory personnel
* Knowledge of Federal and VA regulations regarding the conduct of clinical research including privacy and security regulations
* Maintain the schedule of the project
* Coordinate activities between study personnel in order to facilitate consistency in implementing the study protocol, sharing of ideas, and problem solving
* Submit necessary reports
* Maintain the Essential Documents Binder
* Facilitate and/or participate in the orientation of new professional staff
* Identify opportunities for process improvement and implement process changes
* Communicate and negotiate with all levels of the organization regarding system problems and recommended solutions
* Communicate professionally and effectively with study sponsor representatives and study monitors
* Work with study sponsor to deliver high quality product in every stage of the study including initial IRB approval, site initiation, monitor visits, query resolution, and close out

**Qualifications:**

* 3 years nursing experience
* 2 years coordinating clinical research preferred
* Current RN licensure in any state or territory
* Strong oral and communication skills
* U.S. Citizenship

**Conditions of Employment**

* Subject to a background/security investigation
* Designated and/or random drug testing may be required

**Physical Requirements:** The employee must be able to navigate the medical center, use a keyboard, perform CPR, and perform all other activities of the position without restrictions. Reasonable accommodation may be considered in determining an applicant's ability to perform the duties/functions of the position.

**To Apply:**  Email cover letter and resume to HR@cvre.org