Research Coordinator Development Initiative (RCDI)

Purpose:
To standardize hiring, training and professional development for research coordinators.
RCDI Project #1
Human Subject Research Coordinator Job Series

**Purposes:**
1. To standardize hiring practices
2. To create a predictable career path
3. To readily identify coordinator workforce for professional development

**Product:**
**Job Descriptions** for a 3-level Human Subject Research Coordinator (HSRC) series.

Each level builds on the experience and skills of the former, advancement through the series would be cumulative – building on the expectations for preceding levels. Potential feeder positions also identified.

**Implemented April 1, 2014**
RCDI Project #2
Standardizing Training Expectations

Purposes:
1. To standardize orientation and continuing education
2. To ensure workforce preparation
3. To further professionalize the coordinator role

Product:
Documentation of existing training resources and identification of gaps

Next Steps:
1. Field a survey to record how current coordinators acquired relevant professional knowledge
2. Determine sources of training and skill development
3. Develop tools, guidance and training standards

Today’s request: Plan to respond to inquiries for information