

UNM's Anderson School of Management Faculty Aide (Paid Position)

Anderson School of Management is seeking applications from current UNM students for a Management Information Systems (MIS) Faculty Aide to start in January 2023 for the Spring 2023 term. The MIS Faculty Aide reports to Dr. Alissa Dickey, Professor of Practice in MIS to support faculty research. The primary research project assignment focuses on the area of digital therapeutics with the objective of developing best practices for startups introducing their innovative digital therapeutic devices to market quickly. Research support may include data collection, literature review, and data visualization. The position is a .25 FTE (10 hours per week) appointment, depending on availability and qualifications.

Primary Responsibilities:

- Collect data on digital therapeutic startup companies and health insurance payers.
- Review literature on the Food and Drug Administration submission and approval process for digital therapeutics and compare to regulatory counterparts in other countries.
- Create data visualizations.
- Meet with faculty collaborators for the project either in-person or virtually.
- Present research findings in student research forums.
- Assist faculty collaborators in manuscript preparation as required.

Minimum Qualifications:

- UNM student (undergraduate or graduate) in an Anderson School of Management degree program or related discipline;
- Strong written and verbal communication skills, as evidenced by application and interview;
- Ability to work with Anderson faculty to conduct research;
- Experience with Microsoft Word and PowerPoint or similar software; and,
- Experience with data entry and managing basic data sets via Excel or similar software.

Preferred Qualifications:

- Availability to serve as a Faculty Aide for 2 or more semesters
- Experience and/or research interests in one or more of the following areas:
 - technical/professional writing and communication
 - quantitative analysis of digital therapeutics or related topics
 - using Tableau or Creative Cloud for visualization projects

Applicant Instructions:

- Please send a current resume/CV, cover letter and list of 3-5 professional references to: alissadickey@unm.edu
- The position will be open until filled, but applications are strongly encouraged by the best consideration deadline of Thursday, December 8.