

## **JOB DESCRIPTION:**

The two-year SCAMP consists of regular (bi-weekly to monthly) courses and lectures in progressively advanced topics in research coordination; study coordinator work assignments; weekly one-on-one mentoring meetings with the program manager, an experienced research coordinator; and a weekly seminar or educational session with the entire apprenticeship group. These seminars will be facilitated by the SCAMP manager and guest senior study coordinators to help guide the discussion and problem solving. Apprentices will also complete four courses within the Johns Hopkins School of Public Health leading towards a certificate in the Science of Clinical Investigations (SOCI certificate).

Throughout the program, apprentices will attend also regional meetings and classes with the goal of obtaining the Certified Clinical Research Profession (CCRP) Certification through the Society of Clinical Research Associates (SoCRA) and the end of the two-year program. The SCAMP will fund apprentices' SoCRA annual membership fees, certificate exam fees.

Apprentices will participate in work assignments that provide experiences of increasing complexity and responsibility throughout the two years of the program. For example, new apprentices may be assigned to shadow experienced study coordinators, or assist clinic staff in the Johns Hopkins Clinical Research Units. More experienced apprentices might be expected to do routine study coordinator assignments like recruiting and consenting subjects, conducting research interviews, processing biospecimens, or completing case report forms. By the end of the two-year internship, it is expected that apprentices will be comfortable with tasks like protocol development, study budget preparation, preparing and submitting IRB applications, writing consent forms, preparing physician orders, and shadowing or assisting the regulatory personnel in the preparation of FDA paperwork for IND/IDE submissions. Senior apprentices will also be expected to prepare and teach some of the SCAMP classes, and to assist the SCAMP manager in mentoring the first year apprentices.

For more information contact Stephanie Swords, SCAMP Program Manager at [SCAMP@jhmi.edu](mailto:SCAMP@jhmi.edu) or 410-502-3296.