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| --- |
| Hello! Thank you for your interest in our lab. I am excited about the prospect of working and learning together. I receive many requests for supervision, but to ensure that I can be available and provide appropriate mentorship, I can only accept a few students a year. This application is to help you and I figure out if the lab is a good fit. |
| **The SPARK Lab:** | The Supporting Pathways to Accessible and Responsive treatments for Kids (SPARK) Lab is committed to 1) conducting clinical research to reduce the burden of disruptive behaviors for youth, their families, and society, 2) training a diverse future generation of clinicians and researchers passionate about improving children’s mental health, and 3) disseminating scientific knowledge about children’s mental health to a wide array of stakeholders. We are always looking for motivated and enthusiastic undergraduate students who are interested in obtaining supervised research experience in preparation for graduate school. We value diversity in all forms and encourage applications from individuals of all races, ethnicities, nationalities, religions, gender identifications, sexual orientations, ability statuses, and socioeconomic statuses. Our goal is to create and maintain a safe and accepting space for individuals who have been underserved and marginalized. We are particularly committed to mentoring undergraduates who are underrepresented in research and science.  |
| **Responsibilities:** | Undergraduates will gain hands-on experience in numerous tasks related to conducting child clinical psychology research. Specific responsibilities vary based on project(s) and what stage the project(s) are in at the time. Example responsibilities include:1. Assisting with participant recruitment
2. Assisting with developing community partnerships
3. Assisting with literature reviews
4. Assisting with ethics submissions
5. Assisting with data collection and management (e.g., entering data, processing and managing databases, coding behavioral data, coordinating and assisting with participant visits, conducting qualitative interviews, transcribing qualitative interviews)
6. Learning and assisting with qualitative and quantitative data analyses
7. Assisting with administrative duties in the lab (e.g., compiling recruitment materials, compiling treatment materials, purchasing supplies, coordinating meetings across team members, etc.)
8. Actively participating in lab and project meetings. Undergraduates are expected to attend weekly lab meetings at minimum. Undergraduates may also have regular meetings with other faculty or graduate students who are directly supervising their work.
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| **Your Commitment:** | Because there is substantial learning and training involved in research, our lab requires undergraduates to commit at least 2 consecutive semesters and be able to uphold 8-10 hours per week in the lab.  |
| **My Commitment to You:** | * I will make every effort to create a lab space that is inclusive and welcoming.
* I will be available via meetings and emails to answer questions and to provide support.
* I will provide supervision on research projects.
* I will provide guidance on career path and professional development, including guidance on the process for applying to graduate school.
* I will provide resources to help you succeed in the lab.
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| **Qualities We Look For:** | * Hard-working
* Willing to learn
* Open-minded
* Responsible
* Reliable
* Passionate about children’s mental health
* Willing to reflect upon personal biases and explore how biases may impact research
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**If you are interested, please complete and submit the following application along with your CV and unofficial transcript to** **joyce.lui@concordia.ca****.**

**Background Information**

Application date:

Full Name:

Preferred Name (if differs from your full name):

Preferred pronouns (optional):

Best e-mail to reach you:

Best phone number to reach you:

University, degree, program/major, and year in program (or year graduated and current employment):

Expected date of graduation (N/A if you graduated):

Please indicate which of the following you are applying for (check all that applies):

[ ]  Honour’s thesis supervision (PSYC 495)

[ ]  Specialization project supervision (PSYC 485)

[ ]  Independent research supervision (SCOL 391 or 490)

[ ]  Directed research supervision (PSYC 387 or 487)\* *You would have to enroll in both courses or enroll in one*

 *course and volunteer for a semester to meet the requirement of committing two consecutive semesters*

[ ]  Volunteer research assistant

**Your Interests**

What are your current research interests? If you are applying as an honours/specialization or independent/directed research student, please be specific about the kinds of projects you are interested in pursuing.

Why do you want to join our lab specifically?

What are your plans for after graduation?

What does it mean for you to have a commitment to equity, diversity, andinclusion? How do you envision yourself contributing towards efforts of representation, diversity, equity, and inclusion?

**Logistics**

Which semesters would you like to begin working in the lab? What is the minimum, maximum, and ideal amount of time you can contribute per week?

[ ]  Summer 2023 [ ]  Fall 2023 [ ]  Winter 2024

Minimum: Maximum: Ideal:

On the schedule below, please indicate which times you are available (use Y to indicate availability).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| 8:30-12:00 |  |  |  |  |  |
| 12:00-4:30 |  |  |  |  |  |
| 4:30-6:00 |  |  |  |  |  |

*Note:*

* *For current projects, most hours will be during regular weekday hours.*
* *However, because we work with families and stakeholder members, there may be times when we will need to conduct research activities during the evening (e.g., running a focus group). I do not anticipate or expect you to work evenings frequently. If evening hours are required, it will be communicated ahead of time. Any evening hours worked will count towards your lab hours for the week.*

**Skills/Experience**

Do you have experience working with children/adolescents? If so, please describe.

Do you have previous research experience? If so, please describe and be as specific as possible about your role and the tasks you performed.

Language proficiency:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Novice | Intermediate | Expert | Native |
| English |  |  |  |  |
| French |  |  |  |  |
| Others (please specify languages and proficiency) |  |  |  |  |

Computer skills:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | None | Basic | Intermediate | Expert |
| Mac |  |  |  |  |
| PC |  |  |  |  |
| Microsoft Word |  |  |  |  |
| Microsoft Excel |  |  |  |  |
| SPSS |  |  |  |  |
| R |  |  |  |  |
| NVivo |  |  |  |  |
| Website design/ maintenance |  |  |  |  |
| Image editing  |  |  |  |  |
| Graphic design software |  |  |  |  |
| Programming (which languages?) |  |  |  |  |
| Equipment setup (computer, audio-video, etc.) |  |  |  |  |
| General computer troubleshooting |  |  |  |  |
| Other:  |  |  |  |  |

Describe any other skills or traits that you think might be relevant: