

The Education and Community Outreach Manager is responsible for the development, implementation and oversight of human subject protection programs to ensure that research personnel, IRB members and staff and other persons charged with the protection of research participants receive and maintain the training and education necessary to fulfill their obligations in the research enterprise. In addition, the Education and Community Outreach Manager works with Yale researchers whose studies include collaborations with external organizations or individuals, to ensure appropriate IRB approvals, and to provide support to community agencies for whom Yale serves as IRB of record as they develop their research infrastructure.

Responsibilities of the Education and Community Outreach Manager

- Manage the HRPP's comprehensive human subject protection training curriculum. Manage, develop, plan and/or coordinate appropriate human subjects protection education programs, workshops and conferences, on a regular basis, that complement and enhance the core human subject's protection curriculum. Ensure that appropriate courses are offered to the Research Community by either presenting the information directly or arranging for guest speakers and lecturers who are qualified to conduct the course offering. Conduct ad hoc training programs as required.
- Develop, with input from IRB Chairs and HRPP Leadership members, a comprehensive IRB member orientation and training program. With a Chair, or the Chair's designee, conduct new IRB member orientation for incoming members of the Human Investigation Committee. Manage the new member orientation program to ensure that new members are conversant in the area of federal regulations and guidance regarding the protection of human subjects and relevant University and IRB policies relating to the protection of subjects participating in research.
- Responsible for working with institutional officials and IRB administrators in developing formal collaborative agreements with IRBs external to Yale, so that Yale may rely on these external IRBs for research project approval and/or whereby the external institution may rely on the HIC approval in lieu of their conducting their own IRB review and approval. Responsible for recommending formal approval of these collaborative agreements to the HRPP Director and the University Institutional Official.
- Responsible for formally recommending to the HRPP Director and University Institutional Official approval of requests made by prospective research affiliate organizations to rely on the HIC as their IRB of record as required by the Department of Health and Human

Services Federal Wide Assurance (FWA), or Collaborating Investigator requirements. Facilitates discussions with research investigators, program directors and high ranking

- Responsible for formally recommending to the IRB Chair approval of requests made by prospective Independent Investigators to rely on the HIC as their IRB of record as required by the Department of Health and Human Services.
- Responsible for interfacing directly with community representatives, agencies, organizations and support groups on behalf of the HRPP, the University and investigators to provide education about the risks and benefits of participating in human subject research.