

**Open call for a Project Manager,
ILAE/AES Joint Translational Task Force**

The ILAE/AES Joint Translational Task Force is requesting applications for a part-time position of a project manager to coordinate the work of the task force and its working groups.

Our Task Force is comprised of several working groups with overall aim to improve the infrastructure and provide recommendations for standards of practice that may help optimize preclinical epilepsy research and enhance its translation into clinically relevant discoveries. Specific areas of interest are video-EEG studies, evaluation of animal models of seizures and epilepsies, proposal of preclinical common data elements.

The open position of project manager to our Task Force will be a part-time position (10 hours weekly) for one year. The specific responsibilities will include scheduling of conference calls or webinars for our working groups, taking minutes during the calls and helping the working groups document their efforts in reports, facilitate the communication between the working groups and the Task Force leadership, assist the working groups in the creation of the preclinical common data elements, and assist in the organization of the business meetings of our Task Force.

Minimal eligibility requirements include college degree, some understanding of medicine and/or science, especially neuroscience/neurology/epilepsy, and excellent knowledge of English language (written, oral). Applicants with a prior doctoral degree in the above research areas will be preferred.

Interested applicants may submit their biosketch, statement of interest for this position, and at least 2 letters of recommendation by September 11, 2020, to: aristea.galanopoulou@einsteinmed.org.

The co-chairs of the Task Force:

Aristea S Galanopoulou, MD PhD

Terence O'Brien, MD

Matthew Walker, MB BChir PhD

Gregory Worrell, MD PhD