Undergraduate Research Assistant Application Form
(COM 499/SCC 499 Independent Study)

Dr. Kerk Kee, Associate Professor, in the School of Communication/Strategic & Corporate Communication Program at Chapman University is recruiting undergraduate students across different majors to join him and his team in Spring 2019 in his NSF-funded research project, *Organizational Capacity and Capacity Building for Cyberinfrastructure Diffusion*. This project aims to solve challenges in scientific virtual organizations. Through the research, the team will generate a definition of organizational capacity and identify a list of strategies and best practices that will help organizations adopt and implement cyberinfrastructure for big data. For more information about this project, please visit: OCTGroup.org.

Through their participation, selected undergraduate students will be able to earn upper division or independent study credits (through COM 499/SCC 499) towards their degrees; 1 credit = 45 hours of work/learning.

**Learning Objectives**

- Research assistants (RAs) will learn about key concepts and critical issues in group/organizational communication, workplace capacity, virtual organizing, and the big data movement.
- RAs will acquire qualitative research skills by systematically analyzing, identifying, and presenting key themes from the interviews.
- RAs will gain technology research skills by utilizing NVivo research software to code interview transcripts.
- RAs will implement small group communication and team building skills within the academic research setting to contribute to scholarly publications.

**Qualifications & Desired Qualities:**

- A strong commitment to learning, professionalism, and responsive communication with the research team. The ability to adapt to changes and a strong commitment to teamwork. Excellent interpersonal and organizational skills.
- Eagerness to exercise critical thinking skills in analyzing interviews to understand the intersection of organizational communication and virtual/workplace technologies.
- Interest in remaining involved on the research team beyond a single semester. Students can earn up to 6 units of research as upper division credits towards their degree requirements. Returning students (after at least one semester of credit) may be considered for paid student employment opportunities.
- Enthusiasm in studying topics such as organizational communication, virtual collaborations, and innovation development.
- Ability to learn and adapt quickly to applying new knowledge to novel contexts
- Ability to be creative and non-linear in research exploration.
To apply, please submit the application form below (along with a personal statement and resume/CV) in a single email. Title the email “OCT Research Assistant Application for Spring 2019” to Kerk Kee (professor) and Andrew Schrock (post-doc) at octgroup@chapman.edu. Please direct questions and application submissions to Kerk Kee and Andrew Schrock.

*Due date: Sunday, November 4\* at 11:59pm

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(COM 499/SCC 499 Independent Study)

To apply for an undergraduate research assistant position with the OCT Group, please submit the 3 items (application form, personal statement, and resume/CV) via email, as per instructions below.

1. Application Form
   Include this application form and fill in the information listed below:
   Name: Click here to enter text.  Major(s): Click here to enter text.
   Phone Number: Click here to enter text.  Minor(s) (if applicable): Click here to enter text.
   Email Address: Click here to enter text.  Status in Spring 2019: ☐ Sophomore, ☐ Junior, or ☐ Senior
   Student ID #: Click here to enter text.

   Availability for Weekly Team Meetings in Spring 2019. The goal is to meet for one hour once a week with the team, so check all that apply:
   □ Monday 10-10:30 AM  □ Tuesday 10-10:30 AM  □ Wednesday 10-10:30 AM  □ Friday 10-10:30 AM
   □ Monday 10:30-11 AM  □ Tuesday 10:30-11 AM  □ Wednesday 10:30-11 AM  □ Friday 10:30-11 AM
   □ Monday 11-11:30 AM  □ Tuesday 11-11:30 AM  □ Wednesday 11-11:30 AM  □ Friday 11-11:30 AM
   □ Monday 11:30-12 PM  □ Tuesday 11:30-12 PM  □ Wednesday 11:30-12 PM  □ Friday 11:30-12 PM
   □ Monday 12-12:30 PM  □ Tuesday 12-12:30 PM  □ Wednesday 12-12:30 PM  □ Friday 12-12:30 PM
   □ Monday 12:30-1 PM   □ Tuesday 12:30-1 PM   □ Wednesday 12:30-1 PM   □ Friday 12:30-1 PM
   □ Monday 1-1:30 PM    □ Tuesday 10-10:30 AM   □ Wednesday 1-1:30 PM    □ Friday 1-1:30 PM
   □ Monday 1:30-2 PM    □ Tuesday 10-10:30 AM   □ Wednesday 1:30-2 PM    □ Friday 1:30-2 PM
   □ Monday 2-2:30 PM    □ Tuesday 11-11:30 AM   □ Wednesday 2-2:30 PM    □ Friday 2-2:30 PM
   □ Monday 2:30-3 PM    □ Tuesday 11:30-12 PM   □ Wednesday 2:30-3 PM    □ Friday 2:30-3 PM
   □ Monday 3-3:30 PM    □ Tuesday 12-12:30 PM   □ Wednesday 3-3:30 PM    □ Friday 3-3:30 PM
   □ Monday 3:30-4 PM    □ Tuesday 12:30-1 PM    □ Wednesday 3:30-4 PM    □ Friday 3:30-4 PM

2. Personal Statement
   In a separate Word doc, please discuss (a) why you are interested in working on this project (see URLs above for background info), (b) what values and/or skills you can add to the team, and (c) how being part of this team may contribute to your personal interests, graduate school aspirations, and/or career goals. There is no word limit.

3. Resume or CV
   Please also attach your latest professional resume and/or academic curriculum vitae.

   * Due date: Sunday, November 4\* at 11:59pm