Publications Specialist / Medical Writer

POSITION SUMMARY:  Writes and submits Second Sight (www.secondsight.com) driven scientific articles for publication in peer-reviewed journals; writes and reviews conference abstracts; coordinates publications with/for outside investigators; and assists with internal report writing and grant submissions.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

• Writes and submits scientific articles for publication in peer-reviewed journals
• Writes and reviews conference abstracts and presentation slides
• Coordinates publications and abstracts with outside investigators
• Assists with Research, Clinical, and Regulatory report writing
• Coordinates and writes grant submissions

EDUCATION/CERTIFICATION:

• Bachelor's degree from four-year college or university
• 1-5 years medical writing experience and/or training
• Or equivalent combination of education and experience.

EXPERIENCE REQUIRED:

• First author of peer-reviewed scientific journal articles
• First author of scientific conference abstracts
• Experience presenting scientific material to medical and lay audiences

KNOWLEDGE REQUIRED:  Background in scientific or engineering discipline

KNOWLEDGE & EXPERIENCE PREFERRED:

• Background in neuroscience, ophthalmology, or biomedical engineering
• Familiarity and experience with biostatistics theory and analysis software
• Knowledge of HIPAA regulations and compliance

SKILLS/ABILITIES:

• Exceptional written and verbal communication skills
• Detail-oriented with strong organizational skills
• Excellent people skills, team oriented. Able to work in cross-functional teams with medical doctors, scientists, engineers, and sales/marketing department personnel.
• Ability to work under time and resource pressures
• Good personal presentation