

Isabel Goncalves

Email: igon14@uw.edu

EDUCATION

Columbia University, New York, NY

Graduated May 2023

M.A. Biotechnology

Wheaton College, Norton, MA

Graduated May 2015

B.A. Dual Degree in Neuroscience and Hispanic Studies

WORK EXPERIENCE

University of Washington, Department of Medicine Seattle, WA

Research Administrator

May 2024-Present

- Supporting all Pre-Award for 3 Divisions within the Department of Medicine: Medical Genetics, Rheumatology, & Nephrology.
- Supporting Pre-Award for Remaining DOM Divisions on an ad hoc basis: Pulmonary, Gastroenterology, & General Internal Medicine
- Draft Budgets, Budget Justifications, Letters of Support and other ancillary docs required for grant submissions
- Review grants for compliance with Sponsors guidelines and Institutional policies
- Mentoring and training new hires in research administration in the Department of Medicine
- Review and Approve all eGCIs routed through the Department of Medicine

Columbia University, New York, NY

Research Administrator

June 2023-April 2024

- Successfully applied and awarded the APRA-H NITRO program a \$38.9M award for the Department of Orthopedic Surgery
- Drafted, edited, and submitted grants to federal and non-federal sponsors
- Managed grant submissions for two departments
- Prepared and presented training materials for internal use on NIH Fellowship applications.

Columbia University, New York, NY

Laboratory Manager

April 2018-June 2023

- Grant Writing, Submission, and Management pre/post-award
- Managing lab finances: submitting expense reports, reconciling monthly purchases, minor budgeting
- Assist with IRB and IACUC Protocol Writing and Management

VOLUNTEERING

Hudson SPEAKS, Hudson County, NJ

Confidential Sexual Violence Advocate (CSVA)

July 2021-April 2024

- Completed 40+ hours of training provided by NJCASA and Hudson SPEAKS
- Provided crisis intervention, accompaniments to hospitals/police stations, and information related to sexual violence.
- Worked and engaged directly with community leaders to educate and inform Hudson County of our services.

SKILLS AND INTERESTS

Languages: Spanish: Fluent

Software: GRIST, NIH ASSIST, eRA Commons, ProposalCentral, Grants.gov, Research.gov, Microsoft Office, Adobe Acrobat Pro

Interests: Ultimate Frisbee, Co-ed soccer leagues, volunteering