

# Tufts Research Administration and Compliance Cohort (TRACC) Program



## Want to Learn More?

Please visit  
[bhcc.edu/tracc](http://bhcc.edu/tracc)  
for more information.

## Need help with your resume?

Contact Carla Abate at  
[carla.abate@bhcc.edu](mailto:carla.abate@bhcc.edu)  
for assistance.

## Program Supported by the National Science Foundation

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## Launch Your Career with the TRACC Program!

In collaboration with Bunker Hill Community College, the Tufts Research Administration and Compliance Cohort program offers an incredible opportunity to develop valuable skills in Research Administration and Research Compliance—fields that are vital to the success of universities, hospitals, and research organizations.

As a participant, you'll gain hands-on experience, take free courses at BHCC, and complete a paid apprenticeship at Tufts University, one of the nation's leading research institutions.

### Why Join TRACC?

- Earn \$18 per hour while you learn.
- Take 2 free courses at Bunker Hill Community College:
  - Technical Foundations: Develop essential computer skills.
  - Career Readiness: Prepare for the professional world.
- Complete a 6-month paid apprenticeship at Tufts University, one of the nation's top research institutions.
- Research Administration Apprentices: Fully remote work.
- Research Compliance Apprentices: Hybrid schedule (remote + in-person).
- Gain professional certification from the Society for Research Administrators International (SRAI).
- Build your career in fields that are in high demand across universities, hospitals, and research companies.

### What Career Paths Are Available?

- Research Administration: Pre-Award & Post-Award
- Grants & Contracts
- Research Development
- Project Management
- Laboratory Safety
- Laboratory Animal Sciences and Animal Welfare Compliance

...and more!

### How to Apply

- Fill out the application and submit your resume at:  
[https://tufts.qualtrics.com/jfe/form/SV\\_abcTWYJ0pGFhVPw](https://tufts.qualtrics.com/jfe/form/SV_abcTWYJ0pGFhVPw)

Bunker Hill Community College  
Workforce & Economic Development  
Chelsea Campus  
70 Everett Ave., Chelsea, MA 02150

[commed@bhcc.edu](mailto:commed@bhcc.edu)  
617-228-2462



or use the QR  
code above