

Jessica Rostockyj

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PROFESSIONAL EXPERIENCE

02/2022-Present

Supervisor, Clinical Research

**Baylor Scott & White Health
Waco, TX**

As a Supervisor of Clinical Research for Baylor Scott & White Research Institute at Baylor Scott & White Health, I provide day-to-day supervision of our department's staff, studies, and projects.

- Writes and assists in the development of proposals, grants, contracts, and budgets for two research departments within Baylor Scott & White Health.
- Reviews grant-funded projects for progress towards goals and objectives.
- Informs Principal Investigators (PIs) when adjustments may need to be considered to improve progress on projects.
- Assists in the development of new protocols and other materials provided by study sponsors and provides input to PIs and management regarding clinical and research issues to determine financial and clinical feasibility.
- Trains staff and serves as an advisor in grant administration, program implementation, and conformance to agency rules and regulations.
- Conducts financial reviews and monitors assigned research funds for departments including managing financials for grant-funded projects, staff allocation, purchasing, consultant and subaward payments, and spend down reports. Reviews guidelines to determine if items are allowable in project budgets.
- Orientates, trains, supervises, and evaluates Clinical Research staff. Encourages continuing growth through more complex responsibilities and formal education programs.
- Oversees and advises staff with their initial submission of projects, notification of amendments, Serious Adverse Event (SAE) reports, continuing review reports and other reports submitted to the Institutional Review Board (IRB). Reviews submissions prepared by staff to ensure that all submissions meet established standards.
- Coordinates project assignments for staff.
- Establishes and maintains good relations with the public, patients, and staff; promotes department's research programs.
- Monitors communication with the IRB and other applicable regulatory and funding agencies.

02/2018-02/2022

Program Manager

**Baylor Scott & White Health
Waco, TX**

As a Program Manager for the Warriors Research Institute at Baylor Scott & White Health, I managed Veteran services projects which were designed to increase accessibility to evidence-based mental healthcare for Texas Veterans and Veteran family members by addressing critical barriers such as cost, stigma and the availability of qualified, culturally aware treatment providers and I assisted with operations of the institute.

- Oversaw the Telehealth clinic for Veterans and Veteran family members.
- Developed advertising strategies and marketed our grant-funded projects.
- Assisted in grant writing and grant submission process.
- Initiated action to meet goals and mission of funding agency for multiple funded projects.
- Reviewed grant applications, proposals, and program data for conformance with Federal laws, rules, regulations, OMB grant management directives.
- Managed multiple financial grants management activities across the typical grant life cycle: pre-award, post-award, and closeout.
- Oversaw enrollment processes and completed informed consent process with participants.

- Maintained daily logs and recruitment and retention tables.
- Prepared and submitted expenditure and performance reports to the funding agencies.
- Scheduled and participated in community meetings and meetings with other providers regarding the Veteran service projects.
- Assisted in interviewing, onboarding, and training student interns.
- Prepared and conducted weekly project team meetings.
- Prepared and conducted monthly Executive Board Meetings.
- Completed check requests to pay our consultants.
- Planned and coordinated Peer Support Trainings for Veterans and Veteran family members.
- Developed and distributed monthly newsletters for our Peer Support Cohorts and community partners.
- Maintained Institutional Review Board (IRB) Applications
- Assisted with financial audits of grants and followed up with questions/concerns in a timely manner.

03/2016-02/2018

Program Coordinator/Community Education Specialist

**Baylor Scott & White Hillcrest Medical Center
Waco, TX**

As a Program Coordinator/Community Education Specialist, I coordinated educational activities and developed programs for the purpose of informing the public of health issues, preventing injury and promoting wellness in the community. Specifically, I managed all aspects of the KidSafe Child Passenger Safety Program and ensured the program was operating successfully throughout 52 counties across Texas.

- Managed TX DOT (state-funded) grant to ensure that all objectives were met, while maintaining budget and fiscal responsibility, including management activities across the typical grant life cycle: pre-award, post-award, and closeout.
- Provided education programs to the public to prevent injuries and promote safety, specifically related to child passenger safety.
 - Networked and collaborated on a regular basis with public and private educators, public officials, community agencies, civic groups, and other appropriate organizations to provide awareness and injury prevention.
 - Evaluated and revised community educational programs to ensure that they effectively met the public, patients, and medical staff's needs in a timely manner.
 - Utilized program methodologies that encompassed both traditional classroom and non-traditional informatics based educational processes.
- Conducted youth education classes to elementary schools across Texas.
- Developed and provided information to the public to prevent injuries and promote safety.
 - Worked collaboratively and professionally with external educators to develop and provide educational and information materials.
 - Worked collaboratively with Public Affairs in coordinating press releases, PSA, and other public related activities.
 - Scheduled and attended health and safety fairs and displays exhibits at professional conferences on a regular basis.
 - Reviewed NHTSA guidance to develop educational materials.
- Marketed community education programs internally and externally to ensure the public, patients and medical staff were aware of program resources.
- Assessed the need and effectiveness of all programs to ensure effective programs.

10/2010-03/2016

Grant Coordinator-Research Project Analyst III

**Baylor Scott & White Health
Temple, TX**

Provided a range of business services for the preparation & submission of grant and research proposals. The principal purpose was to manage the life cycle of all Grant application activities.

- Served as a liaison by clearly communicating and coordinating across departments and with outside sponsors or granting agencies and their representatives for internal or external studies on a regular basis.
- Conducted timely and accurate completion/submission of grants to external funding sources.
- Reviewed grant applications and proposals for conformance with Federal laws, rules, regulations, OMB grant management directives.
- Assisted investigators in identifying potential funding opportunities, conduct meetings, and provided support for grant writing.
- Provided direct management of the pre-award and post-award side of grant projects.
- Developed training materials on grant applications and grant management activities- trained Sponsored Research staff as well as other clinical staff/investigators on the processes.
- Managed research subcontracts.
 - Worked with our legal department to review, negotiate, and execute research subcontracts, material transfer and data transfer/sharing agreements.
- Participated in weekly meetings between the Research department and the Regulatory Affairs department to ensure a quality product was submitted to the Institutional Review Board (IRB).
- Assisted with internal and external audits of grants and followed up with questions/concerns in a timely manner.
- Served as a Project Manager for the Health Care Systems Research network (HCSRN)
 - Communicated regularly with all 18 health care delivery organizations within the HCSRN to work towards reaching our goal of being recognized as the Nation's premier resource for population-based health and health care research.

EDUCATION

2013 Nebraska Methodist College	Omaha, NE
Master of Science- Health Promotion Management	
2010 Texas A&M University	College Station, TX
Bachelor of Science- Health, Emphasis in Allied Health	
2006-2008 McLennan Community College	Waco, TX
Core Curriculum	

HONORS

2013	President's List, Nebraska Methodist College, December 2013
2006-2008	Presidential Scholar, McLennan Community College

OTHER EDUCATION & PROFESSIONAL EXPERIENCE

2023	Military Cultural Awareness Training, Warrior Skills Training Center, Fort Cavazos, TX, Sept
2021	Military Cultural Awareness Training, Warrior Skills Training Center, Fort Hood, TX, Sept
2021	MedTrials 2021 GCP Update, June 16, 2021
2021	All Hands on Deck Community Convening & Workgroup, University of Texas (Virtual), Oct
2020	Military Social Work & Behavioral Health Conference, Austin, TX (Virtual), July
2019	2 nd Annual Waco Behavioral Health Symposium, Waco, TX
2019	Basic IRB Education Session, Research Regulatory Affairs Department, September 24, 2019
2019	Military Cultural Awareness Training, Warrior Skills Training Center, Fort Hood, TX
2019-Present	Member, Veteran Service Alliance of Central Texas
2019-Present	Military Advisory Council, Baylor Scott & White Health
2018	1 st Annual Waco Behavioral Health Symposium, Waco, TX
2018	2 nd Annual Recovery to Practice Training, Waco Chapter, Waco, TX
2018	6th Annual VA Community Mental Health Summit, Waco, TX
2018	Military Cultural Awareness Training, Warrior Skills Training Center, Fort Hood, TX
2018	Naloxone 101 Training, Baylor University, Waco, TX

- 2018 Research Week, Baylor Scott & White Research Institute, Temple, TX
- 2018 Texas Veterans Commission Mental Health Summit, Pflugerville, TX
- 2018 Third Annual TexVet Mental Health Symposium, Round Rock, TX
- 2018 BSWH- OARD, Do's and Don'ts of Data Collection & Management, Mar 5th
- 2018 BSWH- OARD, Writing IRB protocols, Feb 27th
- 2018 BSWH- OARD, Identifying & Developing Grants, Feb 21st
- 2018 BSWH- OARD, Research Informed Consent, Feb 15th
- 2017 Lifesavers National Conference, Charlotte, NC, March
- 2017 Texas C.O.A.S.T. Conference, Galveston, TX, February
- 2016 12th Annual Kidz in Motion National Conference, Orlando, FL, August
- 2015 Getting to know PCORI: From Application to Closeout, Houston, TX
- 2015 Research Days, Baylor Scott & White Health, Temple, TX
- 2014 Federal Grants Update Training & Certificate, Austin, TX
- 2013 President's List, Nebraska Methodist College, December
- 2012 NIH Conference, Program Funding and Grants Administration, Washington, D.C.
- 2006-2008 Presidential Scholar, McLennan Community College

PUBLICATIONS

1. **Gulliver, S. B., Rostockyj, J., Pennington, M. L., Cardenas, M., Strack, J., McCallum, A., Dupree, J., Coe, E., & Meyer, E. C.** (2023, January). A peer support training and supervision program for Veterans and families: Development and preliminary results. *Journal of Military, Veteran and Family Health*. <https://doi.org/10.3138/jmvfh-2022-0018>

POSTERS & PRESENTATIONS

1. Hoffman, K., Cardenas, M. N., Pennington, M. L., **Rostockyj, J.**, Coe, E., Meyer, E. C., & Gulliver, S. B. (2021, May). *Self-compassion and mental health symptoms among veteran populations*. Poster presented at the 33rd annual convention of the Association for Psychological Science.
2. Krautkramer, K., Cardenas, M. N., Pennington, M. L., **Rostockyj, J.**, Coe, E., Meyer, E. C., & Gulliver, S. B. (2021, May). *Psychological flexibility and wellbeing among veterans and veteran family members*. Poster presented at Baylor Scott & White Scholars Day, Temple, TX.
3. Hoffman, K., Cardenas, M. N., Pennington, M. L., **Rostockyj, J.**, Coe, E., Meyer, E. C., & Gulliver, S. B. (2021, April). *Self-compassion and PTSD symptom severity in veterans and veteran family members*. Poster presented at the annual meeting of the University of Colorado Anschutz Medical Campus Partnerships in Veteran & Military Health Conference. (Virtual)
4. Krautkramer, K., Cardenas, M. N., Pennington, M. L., **Rostockyj, J.**, Coe, E., Meyer, E. C., & Gulliver, S. B. (2021, April). *Psychological flexibility as a dimension of resilience for posttraumatic stress disorder and depression among veteran populations*. Poster presented at the annual meeting of the University of Colorado Anschutz Medical Campus Partnerships in Veteran & Military Health Conference.(Virtual)
5. Meyer, E. C., Cardenas, M. N., Pennington, M., **Rostockyj, J.**, Strack, J., McCallum, A., Dupree, J., Coe, E., & Gulliver, S. B. (2021, February). *Building a Behavioral Health Peer Support Program for Military Veterans and Their Families: Development and Preliminary Results*. Poster presented at the Rehabilitation Psychology Conference. (Virtual)
6. B. P. Smith, E. Coe, **J. Rostockyj**, S. B. Gulliver, & E. C. Meyer (2020, October). *Training in Expanding Veterans' Access to High-quality, Culturally-competent Mental Health Care via Telehealth*. Poster Presented at the San Antonio Combat PTSD Conference.
7. **Rostockyj, J.**, Pennington, M., McCallum, A., Coe, E., Strack, J., Meyer, E. C., & Gulliver, S. (2020, July). *Veterans helping veterans: Building a peer support training program for veterans and veteran family members*. Military Social Work & Behavioral Health Conference, Austin, TX
8. Cardenas, M., **Rostockyj, J.**, Pennington, M., Coe, E., Strack, J., Dupree, J., Meyer, E. C., & Gulliver, S. B. (2020, April). *Expanding access to evidence-based mental health care for Texas veterans: Developing strong therapeutic alliances via telehealth*. Military Social Work & Behavioral Health Conference, Austin, TX.
9. Dupree, J., Pennington, M., **Rostockyj, J.**, Strack, J., Cardenas, M., Coe, E., Meyer, E. C., & Gulliver, S. B. (2020, May). *Building telehealth clinics for veterans and first responders in Central Texas*. Presented at Baylor Scott & White Scholar's Day, Temple, TX.

10. Strack, J., Dupree, J., Cardenas, M., **Rostockyj, J.**, Pennington, M. L., Maness, A., Coe, E., Meyer, E. C., Gulliver, S. B. (2020, May). *Training veteran peer support specialists in Central Texas*. Poster presented at Baylor Scott & White Scholar's Day, Temple, TX.
11. Pennington, M. L., **Rostockyj, J.**, Coe, E., Kimbrel, N. A., Meyer, E., & Gulliver, S. B. (2019, November). *Windows to mental healthcare for vulnerable populations: Expanding evidence-based treatment via telehealth*. Poster presented at the 35th annual meeting of the International Society for Traumatic Stress Studies, Boston, MA.
12. Dobani, F., Coe, E., **Rostockyj, J.**, Pennington, M. L., Dupree, J., Strack, J., Meyer, E. C., Gulliver, S. B. (2019, May). *Potentially traumatic event exposure in fire service*. Poster presented at the 31st annual convention at Association for Psychological Science, Washington, DC.
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SPEAKING OPPORTUNITIES

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| 2021 | Panelist- <i>Support from Within: How Baylor Scott & White supports our veterans and veteran family members at work and beyond</i> . November 17 th (Virtual) |
| 2020 | Speaker- <i>Baylor Scott & White Health's Systemwide Veteran's Day Celebration</i> November 11 th (Virtual) |
| 2019 | Speaker- <i>Baylor Scott & White Medical Center- Temple Veteran's Day Celebration</i> , Temple, TX, November 11 th |

CERTIFICATIONS

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| 2019-2023 | Instructor, Child Passenger Safety, Safe Kids Worldwide |
| 2017-2019 | Technician, Child Passenger Safety, Safe Kids Worldwide |
| 2018-Present | Collaborative IRB Training Initiative (CITI) Program |

VOLUNTEER WORK

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| 2021- Present | Member, Texas Heat Stroke Task Force |
| September 2019 | National Seat Check Saturday, Waco, TX |
| September 2018 | National Seat Check Saturday, Bellmead, TX |
| September 2017 | National Seat Check Saturday, Temple, TX |
| September 2016 | National seat Check Saturday, Waco, TX |