

**Grant Development Officer, Lawson
Lawson Administration – Lawson Health Research Institute**



Reporting to the Manager, Grant Development, Lawson, the Grant Development Officer supports Lawson researchers in the development and submission of grant applications for a variety of funding opportunities including individual operating funds, large strategic team grants, major infrastructure or multi-centre network grants. The incumbent will provide researchers with targeted suggestions for funding, act as a catalyst facilitating strategic interdisciplinary team planning meetings, and provide assistance to Lawson's researchers developing and preparing funding applications. The incumbent will participate in the management of multiple external grant deadlines, while maintaining a strong understanding of granting agency research policies and grant submission processes. The incumbent will also participate in the coordination of internal funding competitions, development of Grant Development policies and procedures and other administrative duties as required. Particular expertise in the development of clinical research will be an advantage.

Rate of Pay: To Commensurate with experience.

Hours of Work: 37.5 hours per week

Terms: Regular Full time

QUALIFICATIONS:

- Successful completion of a degree in Life Science, Medical Science, Biomedical Science and/or Health Sciences
- Previous research experience in biomedical sciences, clinical research, and/or medical devices
- Strong knowledge of research funding opportunities, eligibility criteria, approaches to funding challenges, excellent grantsmanship, and required elements for grant applications
- Demonstrated experience with grant writing, understanding of technical documents or scientific manuscripts
- Excellent verbal and written communication skills, as well as excellent grammar, spelling, proof-reading and composition skills
- Excellent time management skills, attention to detail and reliability
- Ability to work independently and as a member of a team, self-motivated, organized, detail-oriented and ability to manage multiple priorities and meet deadlines
- Demonstrated knowledge of and commitment to the principles of patient and family centred care
- Demonstrated knowledge of and commitment to patient and staff safety at LHSC
- Demonstrated ability to attend work on a regular basis

We foster a culture of patient and staff safety whereby all employees are guided by LHSC's Mission, Vision, Values and Code of Conduct.

London Health Sciences Centre is committed to providing a safe, healthy and inclusive work environment that inspires respect. LHSC encourages applications from persons with disabilities and we are committed to providing accommodations upon request.

Your interest in this opportunity is appreciated. Only those applicants selected for an interview will be contacted. Successful candidates, as a condition of job offer, would be required to provide a satisfactory police check (original document) completed in the last 4 months.

To apply, please go to <http://www.lhsc.on.ca/Careers/LHSC/index.htm> and select posting #59268