

Job Details

Job Title Research Coordinator - CNS

Job ID 62518

Location University Hospital

Full/Part Time Full-Time

Regular/Temporary Temporary

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Posting Period

Open: August 16, 2018

Deadline: August 22, 2018

Non-Union

Different terms and conditions of employment may apply to externally funded positions.

Department Name

Lawson Health Research Institute - CNS

The Research Coordinator will be a member of Dr. Morrow's Multiple Sclerosis research team and will be involved in all aspects of research/clinical trials within her research program. Dr. Morrow started the London Cognitive MS Clinic in 2010 and runs many cognitive MS trials. The successful applicant will manage investigator initiated trials at both University Hospital and Parkwood Hospital, as well as, they will work as a back-up coordinator on our industry sponsored studies when necessary.

Responsibilities will include:

- Site coordination mainly of investigator initiated clinical trials ranging from single site studies to multicenter Health Canada regulated trials;
- Implementation, organization and management of multiple simultaneous clinical studies;
- Ethics submission and maintenance; Budgets and contracts experience; Internal (Lawson, Ethics) or external (Health Canada, FDA, CRO, sponsor) audits is an asset;
- Support for student research projects;
- Accounts management.

Rate of Pay: To commensurate with experience

Hours of Work: 37.5 hours per week

Duration of Contract: 12 months, with possibility of renewal

Qualifications

- Successful completion of a Bachelor's degree or higher in related field
- Three (3) years recent, related clinical trials experience such as coordinating all aspects of Investigator Initiated Research an asset
- Successful completion of a Clinical Research Professional Certification (SOCRA, ACRP) an asset
- Experience with ethics submissions, working with UWO REB (WREM) and Lawson (ReDa, LORA)
- Experience in the administration of neuropsychological testing, or a background in psychology a significant asset
- Certification of GCP, TCPS2, and Health Canada Division 5 Training, IATA-TDG, Lawson Clinical Research SOPs
- Ability to interact with patients with a neurological disorder (MS) and perform all study related procedures for various protocols
- Ability to manage numerous clinical trials simultaneously with a high degree of conscientiousness and initiative
- Demonstrated interpersonal, communication (both written and verbal), and writing skills – this position demands a very high level of people and communication skills
- Proven ability to work effectively and efficiently both independently and as part of a team
- Demonstrated familiarity with Microsoft Office, Cerner, PowerChart, and Outlook. Experience with SPSS & RedCAP software programs an asset
- Proficient in basic accounting and office management
- 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

London Health Sciences Centre fosters a culture of patient and staff safety whereby all employees are guided by LHSC's Mission, Vision, Values and Code of Conduct.

We are 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 information check (original document) completed in the last 3 months.