Job Details

Job Title	Clinical Research Coordinator	**Job ID**	63176
Location	University Hospital	**Full/Part Time**	Full-Time
Regular/Temporary	Temporary	**Favorite Job**	☆

Posting Period

Open: October 15, 2018

Deadline: October 21, 2018

Department Name

The Research Coordinator collaborates with Investigators and health care team to assume responsibility for the overall patient management and coordination of several clinical studies for the Department of Nephrology at University Hospital. Studies include pharma-sponsored, cooperative group sponsored (such as CIHR) as well as Investigator initiated trials. This position will provide an excellent opportunity for a dynamic individual with demonstrated organizational and communication skills. Responsibilities include, but are not limited to, recruitment of study participants (e.g. identify and screen potential subjects, obtain informed consent); coordination of patient visits schedules as per study protocol; execution of all aspects of study visit (e.g. assessment adverse events, monitoring safety, medication, questionnaires, sample collection, including processing and shipment of samples according to clinical protocol),provides clinical care for patients participating in clinical trials and the implementation and coordination of all aspects of data collection and source documentation, as per LHSC policy and ICH/GCP guidelines.

Rate of Pay: To commensurate with experience

Hours of Work: 37.5 hours per week

Duration: November 1, 2018 - October 31, 2019

Qualifications

- Diploma or Certificate in Clinical Trials Management preferred or plan to work towards
- Successful completion of Bachelor's Degree in Health Sciences or related field of study
- Research clinical trial experience an asset
- Designation in SOCRA, ACRP an asset
- Phlebotomy skills preferred
- Excellent record keeping skills and experience with database management
- Working knowledge of computer applications and software packages
- Demonstrated organizational and analytical skills
- Excellent interpersonal/communication skills (both oral and written) and a high level of initiative
- Experience with set-up and implementation of research projects and research ethics submission an asset
- Certification in Transportation of Dangerous Goods and IATA an asset
- Ability to work effectively both independently and as part of a team
- Demonstrated knowledge of and commitment to patient and staff safety at LHSC
- Demonstrated ability to attend work on a regular basis

The successful candidate must be able to prioritize heavy workloads, handle multiple projects simultaneously, be able to work under pressure and have the flexibility to adjust to changing schedules and deadlines. Strong and effective communication and interpersonal skills are key desired qualities.

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

Please be advised that an internal reference check may be conducted as part of the selection process.

Your interest in this opportunity is appreciated. Only those applicants selected for an interview will be contacted.

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