Job ID: 71696
Open: June 30, 2020
Deadline: July, 2020
Non-Union

London Health Sciences Centre

LAWSON HEALTH RESEARCH INSTITUTE

Research Coordinator: Temporary Full-Time

Orthopaedic Surgery

University Hospital

Different terms and conditions of employment may apply to externally funded positions.
The successful candidate will work under the direction of Dr. Emil Schemitsch in the role of Research Coordinator.

As a member of our growing clinical research program the Research Coordinator (RC) will oversee and facilitate the conduct of new and ongoing research studies within London Health Sciences Centre's Department of Surgery, Division of Orthopaedic Surgery. In a leadership role, the RC will provide training and supervision of incoming junior research personnel. The RC will be responsible for overseeing screening, recruitment, consent and conduct of follow-up study visits for ongoing studies; extraction and entry of patient data; maintenance of complete and accurate subject data and regulatory documentation; identifying, reviewing and reporting participant complications, protocol deviations and other events in accordance with institutional guidelines; and ensure the quality and overall integrity of the clinical study. The RC will be responsible for the preparation and ongoing management of research ethics submissions and regulatory files, protocol documentation, study-related forms, coordination of study logistics, maintaining study logs, entering study data, keeping relevant data well organized and secure, and liaising with other sites as necessary in multi-centred studies. The RC will report to the Principal Investigator (PI) and senior program personnel.

Rate of Pay: To commensurate with experience
Hours of Work: 37.5 hours per week
Duration of Contract: 12 months

QUALIFICATIONS:

- Successful completion of a Master's or PhD in Health Sciences or related field
- Minimum 3 years previous experience in clinical research required
- Experience in independently organizing, implementing and coordinating clinical trials is required
- Previous experience in preparing applications, amendments and renewals for Research Ethics Board
- Ideal applicant will be reliable, organized, independent, capable of multi-tasking and able to collaborate and take responsibility in meeting deadlines
- Experience in drafting case report forms, consent forms, standard operating procedures and regulatory documents
- Outstanding interpersonal and communication skills (verbal and written) required with ability to effectively convey research information and provide authority where necessary
- Capacity and willingness to learn new research methods and work routines quickly with flexibility in adapting and responding to new research opportunities as they arise
- Demonstrated computer proficiency in Microsoft Office
- Strong attention to detail, organization and time management skills with the ability to prioritize multiple tasks to meet competing deadlines

- Demonstrated ability to work independently and as an effective team member when liaising with all levels of the organization
- Knowledge of surgery/medical terminology
- Certification in ICH-GCP is required
- Certification in Society of Clinical Research Associates (SoCRA) or Associates of Clinical Research Professionals (ACRP) is strongly preferred
- Familiarity with LHRI & Western REB policies is an asset
- Demonstrated knowledge of and commitment to patient and staff safety at LHSC
- Demonstrated practice and commitment to the principles of patient and family centered care
- Demonstrated practice and commitment to patient and staff safety at LHSC
- Demonstrated practice and commitment to LHSC's Mission, Vision and Values
- Demonstrated ability to attend work on a regular basis

We are committed to providing a safe, healthy and inclusive work environment that inspires respect. LHSC is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, Indigenous people, persons with disabilities, and LGBTQ2+ persons. We are committed to providing persons with disabilities equal opportunities and standards of goods and services, and are also fully compliant with the Accessibility for Ontarians with Disabilities Act (2005), as applicable.

As part of the assessment process applicants may be required to complete a written examination or test. Please be advised that an internal reference check may be conducted as part of the selection process.

Thank you for your interest in this opportunity. Only those applicants selected for an interview will be contacted.