

Temporary - Lawson Research Assistant – Division of Emergency Medicine (2 positions)

Job ID 72745 Location Victoria Hospital Full/Part Time Full-time Regular/Temporary Temporary

Posting Period

Open: September 5, 2020

Deadline: September 11, 2020



The Division of Emergency Medicine Research is recruiting two temporary full-time Research Assistants to support the conduct of a national study funded by the Canadian Institutes of Health Research (CIHR) & the Ontario COVID-19 Rapid Research Fund. This position provides non-technical assistance, organization and administrative support to research projects at a basic level. Tasks will include collecting and recording data in an electronic database and limited processing of data.

Reporting to the study Principal Investigator and the Emergency Department Research Coordinator, successful candidates will have a background in health care, and an interest in quality improvement, emergency medicine, and clinical research.

Research Assistants will be trained in study-related electronic data collection and chart abstraction & review. After successful training, they will conduct these research activities with ongoing guidance from the Emergency Department Research Coordinator. The successful candidate will also be willing to participate in both Equity, Diversity, and Inclusion research and activities, as well as Quality Improvement initiatives.

Research Assistants will be expected to keep meticulous records in the study database of the phone calls and study activities conducted.

Rate of Pay: Commensurate with experience
Hours of Work: Up to 37.5 hours per week
Duration of Contract: September 8, 2020 to December 7, 2020

Qualifications

- Bachelor of Science Degree or equivalent experience required
- Excellent interpersonal skills including written and verbal English communication
- Strong computer skills, particularly database, spreadsheet and word processing
- Meticulous and capable of independent decision making with study data
- Progressively responsible experience in a support role
- Demonstrated knowledge of medical and scientific terminology
- Ability to work independently and as part of a team
- Excellent attention to detail and proven ability to learn new skills
- Excellent organizational skills to manage multiple tasks in a timely manner and flexibility to adapt to changing workload
- Able to keep written records
- Able to understand written and verbal directions
- As applicable, knowledge of anatomy, physiology, pharmacology, GCP (HPB, FDA) regulation and guidelines, laboratory and diagnostic testing, health record analysis.
- Knowledge of electronic data collection (EDC) portals (i.e., REDCap) an asset
- Professionalism and self-motivation
- Previous experience in conducting Health Canada-regulated clinical trials is preferred
- Recent research conduct or research assistant experience an asset
- Demonstrated commitment to principles of anti-oppression, equity, diversity, and inclusiveness
- Familiarity and comfort working with marginalized populations
- Demonstrated commitment to the principles of patient and family centered care
- Demonstrated knowledge of and commitment to patient and staff safety
- 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.