

Job Details

Job Title Clinical Research Coordinator

Job ID 55366

Location Victoria Hospital

Full/Part Time Full-Time

Regular/Temporary Regular

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Posting Period

Open: September 20, 2016

Deadline: October 3, 2016

Non-Union

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

Department Description

Division of Paediatric Emergency Medicine and Paediatric Research

The Clinical Research Coordinator is required to coordinate research projects including but not limited to observational and quality improvement studies and clinical trials for one or more Principal Investigators. This involves complete project management of the study, including research ethics board submission, Health Canada clinical trials application, participant enrollment, database management, credentialing, training, and supervision of study personnel. The successful candidate will be responsible for the administration and oversight of research study from design conceptualization to REB close out, and will assist research assistants with participant recruitment or data abstraction. They will also create and maintain case report forms, study procedure manuals and letters of consent.

Rate of Pay: To commensurate with experience

Hours of Work: 37.5 hours per week

Qualifications

- Successful completion of a Masters level degree in health research methodology, library science or related field
- Minimum of two (2) years' experience in clinical research
- Successful completion of a Certificate in clinical research (clinical trials certificate/ diploma, Society of Clinical Research Associates, Association of Clinical Research Professionals) (preferred)
- Previous experience with Health Canada CTA, GCPs, SOP, TCP, and research ethics (preferred)
- Demonstrated proficiency in Microsoft Office, Powerpoint, and REDCap
- Demonstrated organizational and analytical skills
- Demonstrated attention to detail and ability to prioritize workload
- Excellent interpersonal and communication skills
- Ability to work effectively both independently and as part of a team
- Demonstrated flexibility with a high level of initiative and self-direction
- 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.

As part of the assessment process applicants may be required to complete a written examination or test. Please be advised that a 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. Successful candidates, as a condition of job offer, would be required to provide a satisfactory vulnerable sector police check (original document) completed in the last 8 months.