Clinical Research Coordinator - 1 position	Posting #: 35822
Lawson Health Research Institute	Posting Date: September 28, 2016
Part Time	Submission Deadline: October 11, 2016
Non-Union	Karen Topfer

Term position, anticipated to extend until October 23, 2017, subject to the availability of work.

The successful candidate will work under the direction of Dr. Irene Hramiak in the role of the “Clinical Research Coordinator”. This position will assist the Division of Endocrinology & Metabolism to secure and administer both industry- and non-industry-sponsored clinical research trials in Type 1 and 2 diabetes. There is a broad range of responsibilities, with a focus on all dimensions of Clinical Trials Administration and Initiation. This includes day-to-day operations of clinical studies including:

• Patient assessments
• Data management
• Support with ethics submissions;
• Liaison with industry sponsors, clinical study patients, study investigators and allied healthcare workers;
• Maintenance of GCP standards in the management of clinical trial documentation and investigational product accountability and reconciliation.
• Adverse event reporting and assures adherence to reporting requirements for serious events.

This position is part-time and based on grant dependent funding that is reviewed annually.

Essential Qualifications:
• Registered Nurse (RN) or Bachelor’s degree in Nursing (BScN);
• Phlebotomy certification/experience;
• Ability to perform physical assessments including weight, vital signs, medical history
• Excellent interpersonal, supervisory, organizational and planning skills to work effectively in a high pressure environment and have the ability to deal with confidential matters;
• Excellent verbal and written communication skills in English. Ability to communicate effectively general and medical information both verbally and in writing at all levels;
• Ability to work independently and make decisions. Good judgement, initiative, tact and professional attitude in the workplace;
• Adaptable, flexible and resourceful. Ability to multi-task and meet deadlines;
• Familiar with the principles of adult learning

Preferred Qualifications:
• Prior clinical trials experience
• ACRP or SOCRA certification is an asset
• ECG experience is an asset
• Experience with lab specimen preparation and shipments
• Experience working in an academic/research environment
• Experience in Type 1 and Type 2 diabetes.
• Certified Diabetes Educator certification is an asset
• Pump experience is an asset
• Training in ICH/GCP guidelines.
• Familiarity with LHRI policies and procedures an asset
• Familiarity with national, international and provincial research funding agencies/ organizations that fund research would be a strong asset.
• Demonstrated ability to lead and work in teams, e.g. including faculty, staff, students and residents;
• Excellent organizational skills
• Computer skills that include Microsoft office

Your interest in this opportunity is appreciated. Only those under consideration will be contacted.