

Temporary - Lawson Research Coordinator – Pediatric Cardiology

Job ID 72883 Location Victoria Hospital Full/Part Time Full-time Regular/Temporary Temporary

Posting Period

Open: September 15, 2020

Deadline: September 21, 2020



Pediatric Cardiology

Lawson Health Research Institute (Lawson) is the research institute of London Health Sciences Centre and St. Joseph's Health Care London. As one of Canada's top ten research institutes, we are committed to furthering scientific knowledge to advance health care around the world.

The successful applicant will be part of the Pediatric Cardiology research program. We are looking for an experienced research coordinator with strong academic writing skills. Responsibilities will include Research Ethics Board submissions and correspondence, as well as maintenance of essential study documents and study files. The applicant will be responsible for the overall conduct of their assigned studies including recruitment, participant visits and communications with the sponsor and study monitor. The position will require the coordination of study visits in both clinical trials and natural history studies. Responsibilities will include scheduling visits with multiple departments within LHSC as well as participants and their families. The position will include academic work, manuscript, abstract and poster preparation/submission.

Rate of Pay: To commensurate with experience
Hours of Work: 37.5 hours per week
Duration: September 22, 2020 - September 21, 2021

Qualifications

- B.Sc, B.MSc, or B.HSc or other related field required, Master's degree preferred
- GCP and IATA training an asset
- Minimum two years clinical research experience preferred, medical research background is encouraged.
- Experience with Manuscript and conference publications
- Proficient in statistics and related software
- Experience with REDCap, EDC and IWRS preferred
- Ability to work in a team environment as well as independently
- Detail-oriented with strong organizational skills
- Proficient time management skills, ability to meet tight deadlines
- Responsible and Self-motivated with the ability to take initiative in an environment with limited supervision
- Strong work ethic
- Ability to follow instructions and complete assignments in a timely manner
- Available to work a flexible schedule
- Ability to attend work on a regular basis
- Proficient in Word and Excel
- Experience with SPSS, IWRS/IVRS and powerchart an asset
- Experience with Research Ethic Board submission and correspondence an asset
- Working knowledge or prior experience in Human Research Ethics, Tri-council policy, Good Clinical Practices, Health Canada and FDA regulations an asset
- Excellent communication skills both verbal and written
- Demonstrated knowledge of and commitment to the principles of patient and family centered care
- Demonstrated knowledge of 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.