

EMPLOYMENT OPPORTUNITY

Women's College Hospital is the first and only independent, academic, ambulatory care hospital in Ontario with a primary focus on the health of women. If you're ready to be part of the future of healthcare, then you will want to join an institution in which the possibilities for creative innovation, breakthroughs in new thinking and groundbreaking work in academic ambulatory medicine are limitless. Women's College Hospital is committed to patient safety as a key professional value and an essential component of daily practice.

An exciting **Regular Full-Time** opportunity as a **Research Assistant (Competition #164.18)** exists in the Ontario Network of Sexual Assault/Domestic Violence Treatment Centres, reporting to the Director, Ontario Network of Sexual Assault and Domestic Violence Treatment Centres

Summary of Duties, but not limited to:

Data Information

- Support the implementation of the province wide database
- Assist with ethics applications
- Provide on-site training to individual program staff as required on use of the database
- Utilize the database to generate the reports including research reports, individual Centre reports, Provincial Reports, HIV PEP reports, evaluation of Standards of Care
- Work with the database management company to resolve any technical issues

Coordination of Network Research Activities

- Coordinate the activities of the Research Committee of the Network of SA/DVTC's including meetings, telephone calls, mailings
- Be a liaison with research partners, the Network Research Committee, the Research team and SA/DVTC's
- Monitor progress in relation to research goals and timelines

Writing

- Assist in the preparation of manuscripts/presentations and reports
- Assist in the preparation of communication packages for stakeholders
- Assist in the preparation of educational materials for the public
- Assist in the development and design of research poster presentations and slideshow presentations
- Review and assess study related literature and assist with conducting literature reviews

As a role model and champion you will work to identify and integrate safe, best practices into daily activities to foster the delivery of safe and exemplary care

The responsibilities described above are representative and are not to be construed as all-inclusive.

Qualifications/Skills:

- Master's Degree in health or social sciences research-related field
- Demonstrated expertise in research in health, health services, or related field
- Ability to work independently and in a multidisciplinary and team environment
- Strong oral, written and presentation skills
- Strong computer skills: word processing, spreadsheets, graphics and databases
- Highly developed project management skills

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- Candidates with a commitment to the principles of women's health and have an understanding of violence against women preferred.
- Professional behavior and communication that meets the standards of the professional regulatory college or association, as applicable, and the standards of Women's College Hospital.
- This position plays a critical role in acting as an advocate for safety and will demonstrate principles, practices and processes that will optimize a safe environment for all.
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POSTING DATE: August 14, 2018

Please forward resumes via email to HR@wchospital.ca with the competition number 19.15 in the subject line.

We thank you for your interest, however, only qualified applicants who are selected to be interviewed will be contacted.

Women's College Hospital is a fully affiliated teaching hospital of the University of Toronto and is committed to fairness and equity in employment and our recruitment and selection practices. We encourage applications from Indigenous peoples, people with disabilities, members of sexual minority groups, members of racialized groups, women and any others who may contribute to the further diversification of our Hospital community. Accommodation will be provided in all parts of the hiring process as required under our Access for People with Disabilities policy. Applicants need to make their requirements known in advance.