

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 **temporary full-time (approximately 16 months)** opportunity as a **Research Assistant (Competition #23.19)** exists in the **WCH Institute for Health System Solutions and Virtual Care (WIHV)**, reporting to the Primary Investigator (PI) and contributing to a Canadian Institute of Health Research (CIHR) funded research project examining acute low back pain in a primary care setting.

Summary of Duties, but not limited to:

- Implement the study protocol to engage 175 primary care health practitioners in Ontario with a focus on the Greater Toronto Area by:
 - Conducts participant recruitment/enrollment and informed consent processes;
 - Assists with training enrolled practitioners and practice staff in the study methods;
 - Aids with monitoring enrolled healthcare practitioners and their patients on an ongoing basis to ensure study retention;
 - Supports healthcare practitioners and their co-workers in screening for inclusion, recruitment and follow-up with patient participants, as required; and
 - Helps to ensure the practitioner participants conduct the study in accordance with the research protocol, and keeps track of the patient participants according to the project protocol.
- Performs data collection and maintenance including but not limited to:
 - Assisting with the support and maintenance of web-based surveys
 - Data collection and transfer to appropriate database
- Assists with the day to day tasks involved in implementing the study, including:
 - Provides assistance with evaluation of data and research processes,
 - Report progress to the Research Project Manager on a regular basis.
 - Assists with documentation of any protocol changes.
 - Prepares project materials, including printed recruitment materials, and printed and online data collection forms.
 - Conducts literature reviews and presents information in an appropriate format, including spreadsheet manipulation, and preparation of graphs or line drawings.
- Assists PI/Clinical Lead and Research Project Manager in operations related to the conduct of the research studies
- May takes part in opportunities to assist with the presentation of research findings to stakeholders and academic communities

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:

- An undergraduate degree in health sciences and/or other health-related discipline, Masters' degree considered an asset

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- Minimum one year experience conducting or assisting with human subject research
- Ability to travel to participating primary healthcare practices within Ontario.
- Valid driver's license required.
- Excellent interpersonal and communication skills (verbal and written) including the ability to instruct and ensure comprehension of instructions by practitioners and staff of primary care practices.
- Basic quantitative and/or qualitative data analysis experience considered an asset
- Experience working with and maintaining web-based surveys.
- Experience using REDCap will be considered an asset.
- Knowledge of applied research in healthcare, basic statistics and research methodology.
- Demonstrated strong independent working, and multitasking skills
- Ability to work well in a deadline-oriented and team-based environment
- Excellent organizational and administrative skills with attention to detail
- 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

POSTING DATE: January 24, 2019

Please forward resumes via email to HR@wchospital.ca with your name and the competition number xxx.xx in the subject line. (Example: Jane Smith, 1.16)

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 Aboriginal 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.