Internal Job Posting # 16-0669

Temporary Full-time Clinical Research Associate
(until approximately December 2017)

DEPT	Oncology Clinical Trials	**#POSITIONS**	1
PROGRAM	Regional Cancer Program	**UNION GROUP**	Non Union
HOURS	Days, Mon-Fri	**SALARY RANGE**	As per pay scale

Job Summary:
The Clinical Research Associate is responsible for the organization, co-ordination and ongoing conduct of assigned clinical research trials. This person will prepare, and collect required documentation across the continuum of all Clinical Research studies while ensuring accurate, concise and timely submission of documentation to sponsoring Canadian, American and International agencies.

Required Qualifications:
- Post Secondary education in a Health Science field of study is required
- Bachelor of Science (BSc.) preferred
- Clinical Research Associate Certificate required
- National Institute of Health (NIH) research participants Web course preferred
- Minimum 2 years related experience, in a clinical research setting, or equivalent combination of education and experience.
- At minimum, 2 years experience in clinical research conducting clinical trials, registering eligible patients, and interacting with patients and their families following patient-centered care model.
- Minimum of 2 years experience explaining details and requirements of the trial design to patients and or family.
- Advanced knowledge of the current regulatory environment in Clinical Research
  - FDA – Code of Federal Regulations
  - FDA Audit procedures
  - Privacy legislation
  - Health Canada Clinical Trial Applications (CTA)
  - Health Canada inspections procedures
  - Health Canada Food & Drug regulations
  - Tri-Council Policy
- Understands the objectives of the clinical trials currently open to accrual and demonstrates knowledge of all active and inactive protocols at the Centre.
- The ability to read test results (i.e. pathology, radiology, cytology, biochemistry) and identify appropriate medical reports.
- Knowledge related to CRF, eCRF, PRO and ePRO, completion and ethics/regulatory submissions.
- Demonstrates ability to prioritize workload, with particular attention to detail.
- Proficient in MS Windows environment (Word, Excel, Power Point).
- Relevant clinical trials and/or oncology experience preferred.
- Working knowledge of computers and data entry experience.
- Demonstrates excellence in communication, both written and verbal
- Analysis / problem assessment
- Innovative and willing to learn
- Demonstrates individual leadership skills

At Southlake Regional Health Centre, we are committed to fostering an inclusive and accessible environment. We are dedicated to building a workforce that reflects the diversity in which we live and serve, including those with disabilities. Southlake Regional Health Centre is committed to providing accommodations in all parts of the hiring process. If you require an accommodation, we will work with you to meet your needs.

We request that all interested applicants submit their resume to: careers@southlakeregional.org quoting reference #16-0669 position title, last name, and first name in the subject line of your email.

It is the responsibility of all Southlake Regional Health Centre employees to work in a safe manner and promote health and safety in the workplace