

JOB TITLE: Research Study Coordinator

DEPARTMENT: Physical Medicine & Rehabilitation, College of Medicine

STATUS: 0.80 to 1.0 FTE; Term, up to two years

SALARY INFORMATION: The salary range is \$47,520 to \$58,000 per annum. The salary will be commensurate with education and experience.

PRIMARY PURPOSE: To manage activities and data in a research project concerning healthcare services for persons with spinal cord injury living in the community.

NATURE OF WORK: Reporting to the Principal Investigator, the person in this position will be involved in coordinating the overall project, ensuring that research activities are occurring as planned and on schedule. The work will involve a mix of administrative and research tasks. Most work will occur in Saskatoon, with possible occasional travel within the province.

ACCOUNTABILITIES:

- Maintain communication channels within the research team and with external partners
- Work with the Population Health Branch of Saskatchewan Health in order to gain timely access to provincial health data
- Coordinate and assist in conducting qualitative interviews
- Liaise with research partners to access national spinal cord research data
- Manage quantitative and qualitative data
- Assist with data analyses
- Conduct literature searches
- Participate in writing reports
- Schedule meetings between stakeholders
- Maintain timelines for project completion
- Monitor and ensure budgetary considerations

QUALIFICATIONS

Education: A Ph.D in a health science-related discipline or a master's degree with relevant experience

Experience: Experience in clinical, health services, and/or population health research; Experience working with multidisciplinary teams; Expertise in quantitative and/or qualitative research methods; Experience in managing multiple datasets.

Skills: Excellent interpersonal skills; Excellent communication skills (written and oral) with the ability to appropriately tailor messages to various audiences; Ability to work productively, both individually and in groups; Ability to develop and follow plans to complete work in a timely manner; Ability to shift priorities and solve problems.

The University is committed to Employment Equity. Members of Designated Groups (women, aboriginal people, people with disabilities and visible minorities) are encouraged to self-identify on their applications.

Please submit resume and cover letter to:

Dr. Gary Linassi, Associate Professor
Department of Physical Medicine & Rehabilitation
College of Medicine
University of Saskatchewan
Email: gary.linassi@saskatoonhealthregion.ca