

The QPRN

The Quebec Pain Research Network (QPRN) aims to improve the quality of life of Quebecers who suffer from pain through basic, clinical, evaluative and epidemiological research. The QPRN brings together 105 regular & associate members from leading universities and their shared networks.

SUMMARY OF POSITION & MAIN RESPONSIBILITIES

Under the supervision of the QPRN Management Committee and the Chairs of the *Low back pain* strategic initiative, the candidate will be responsible for overseeing and delivering project and data management and recruitment services. The primary tasks will be to assist the LBP strategic initiative team by coordinating ongoing research and developing and implementing recruitment strategies for future province-wide initiatives.

Responsibilities may include, but are not limited to:

- Coordinate recruitment for existing LBP research initiatives;
- Oversight of ethics & governance submission processes;
- Identify, create and implement recruitment/retention tactics & contingency planning;
- Screen, consent and enroll patients as required;
- Coordinate timely follow-up for ongoing studies;
- Collect and validate data obtained from patient's questionnaires and blood analyses in collaboration with QPRN member's team staff;
- Develop online survey tools;
- Offer direct support and access to patients and investigators involved in the study.

SKILLS

- Knowledge of university and health networks;
- Knowledge of clinical management and operations;
- Organization skills to engage in simultaneous projects;
- Keen research and development interests;
- Computer skills to develop and manage online survey instruments;
- Strong interpersonal skills and ability to communicate;
- High autonomy level and ability to maintain remote collaborators informed of key details.
- Able to make effective decisions, self-motivated, assertive.

REQUIREMENTS

- M.Sc. or Ph.D. degree;
- Experience in clinical and epidemiological research;
- Experience in data collection & management in a clinical setting;
- Demonstrated competence in summarizing, analyzing, planning and problem solving;
- Excellent communications skills in French and English (spoken & written);
- Demonstrated computer literacy (eg. Microsoft office suite), web-based systems (eg. Nagano, REDCap, Teleform), databases, and social media (eg. Twitter) ;



RÉSEAU
QUÉBÉCOIS DE
RECHERCHE SUR
DOULEUR

QUEBEC
PAIN
RESEARCH
NETWORK

RESEARCH ASSISTANT / ASSOCIATE POSITION

- Proven project management and organizational skills and the ability to prioritize and manage multiple tasks with flexibility.

This position is based in Montreal for an initial appointment period of one year, with the possibility for extension. Salary and benefits will be determined in accordance with the professional salary scale of the McGill University Health Centres and the experience of the candidate.

To submit an application, please provide a letter of interest and a CV via email to: **info@qprn.ca**