

Clinical Trials and Community Practice Manager

Help bring clinical trials to Canada!

Join a team of dedicated colleagues and volunteers in breaking down barriers for the neuromuscular community.

Work closely with clinicians, the Neuromuscular Disease Network for Canada (NMD4C) investigators and members, industry, government, clinical trial Principal Investigators, the Canadian Neuromuscular Disease Registry (CNDR) and the Care and Trial Site Registry (CTSR) in Canada to ensure a coordinated approach to clinical trials.

We can offer you:

Full time employment
Competitive salary
Employer paid benefits package with Health Spending account
Matching Pension contributions
Career growth opportunities

What we need from you:

Superior communication skills with the ability to relay complex concepts to a lay audience

Strong interpersonal skills that foster positive, respectful and inclusive relationships with our stakeholders

Comfort in communicating with and facilitating large groups of people

Excellent organizational and problem-solving skills

Familiarity with clinical trials, stakeholder engagement, consultation in a healthcare environment

Role Responsibilities:

- Facilitate meetings with key stakeholders (clinicians, clinical trial coordinators, academics, researchers, patients, families, industry, Canadian Neuromuscular Disease Registry, policy makers) to promote and improve clinical trials
- Using a highly collaborative and project management approach, work with Network leads and team members to prioritize and scope project objectives, tasks, deliverables and timelines while driving the final results

- Create network related communications, tools and resources to research sites on a monthly basis
- Prepare reports, presentations and documents for internal and external audiences
- Source and update information on neuromuscular clinical trials
- Support patient recruitment
- Respond to questions from clinicians and clinical trial site teams on clinical trials
- Lead efforts at harmonization of activities (including REB reviews)
- Coordinate and liaise with the team of Network clinical research coordinators
- Support the development and cultivation of relationships and partnerships with industry partners who intend to initiate clinical trial sites in Canada
- Oversee training & educational activities for clinical trial coordinators and investigators, support clinical trial committees
- Manage the trial training mentorship program
- Oversee learning activities, relationship building, developing a participatory virtual community, connecting members in peer-to-peer learning, while assessing needs and supporting allied healthcare professionals
- Work to support the Community of Practice planning and implementation
- Manage the clinical directory

Candidate Qualifications:

- Post-graduate degree in a health-related discipline.
- 2-3 years' experience in clinical research setting either as a research or clinical trial coordinator, investigator or equivalent.
- Bilingualism considered an asset
- Experience conducting knowledge translation work in a health charity, public health or government setting is an asset.

How to apply:

Interested candidates should forward their cover letter and resume to homira.osman@muscle.ca

Muscular Dystrophy Canada is committed to employment equity, especially for persons with disabilities. We support equal opportunity and advancement in accordance with competence for all employees.