



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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# Job Board Posting



Careers.Indigenous.Link

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## RESEARCH COORDINATOR (I)

<b>Job ID</b>	<b>24998-7068</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=24998-7068">https://careers.indigenous.link/viewjob?jobname=24998-7068</a>	
<b>Company</b>	McMaster University	
<b>Location</b>	Hamilton, ON	
<b>Date Posted</b>	From: 2019-03-15	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Education

### Description

**Unit/Project Description:** A Research Coordinator is required in the Undergraduate MD Program within Education Services. This position will primarily be responsible for the CanMEDS Knowledges Project. The overall goal of the CanMEDS Knowledge Project is to evaluate changes to McMaster University's Undergraduate Medical Program curriculum that intend to introduce humanities and social sciences pedagogies and content to teach the intrinsic CanMEDS roles (i.e., Communicator, Collaborator, Health Advocate, Manager, Professional, Scholar). A constructivist grounded theory research paradigm is being used to examine the acceptability and feasibility of these curricular changes. A model has been developed to understand student and faculty experiences of the new curriculum and requires further member checking and refinement. Following this process, the Research Coordinator will work with the research team to support further dissemination of research findings.

**Job Summary:** The Research Coordinator (I) is responsible for implementing, monitoring, refining, analyzing, coordinating, and reporting on several research projects. Acts as a resource for the development of protocols, study documents, operations of study management, and management techniques.

#### Purpose and Key Functions:

- Apply specialized knowledge and scientific principles to review, critically appraise and interpret published literature.
- Write sections of scientific papers, funding proposals, and abstracts.
- Coordinate the activities of research staff and resources to ensure that the project progresses in accordance with predetermined timelines.
- Develop estimates of time and resources for research projects.
- Oversee the collection, entry, verification, management, analysis, and reporting of data.
- Use statistical software to analyze data and interpret results.
- Design and maintain databases, data collection forms, error checking methods and related programs for efficient collection, analysis, and reporting.
- Troubleshoot moderately complex computer problems.
- Write data management and operations documentation for projects.
- Liaise between the project centre and remote project sites and personnel.
- Conduct structured project participant interviews.

- Ensure that the relevant research methodology is applied and all research material is handled in accordance with established protocols, policies, and procedures.
- Participate in the development of promotional strategies and related materials to encourage participation and support for research projects.
- Consult on protocol development, student organization, and data management activities.
- Develop presentations and present information and training sessions to project personnel and project participants.
- Present at meetings, seminars, and conferences.
- Keep project participants informed of project progress through regular reports and newsletters.
- Implement and maintain research project budgets. Create financial projections and make adjustments to research project budgets throughout the fiscal year.
- Exercise appropriate controls, monitor, and reconcile accounts.
- Conduct literature searches.

#### Supervision:

- Provide lead hand supervision and is responsible for the quality and quantity of work of others.
- Ongoing responsibility for supervising up to 9 casual employees at any one time.
- Provide orientation and show procedures to others.

#### Requirements:

- Bachelor's degree in a relevant field of study.
- Requires 4 years of relevant experience.

#### Assets: Position requirements include:

- Demonstrate ability to plan and implement research protocol.
- Working knowledge of research evidence related to medical education, constructivist grounded theory, and member checking.
- Demonstrate ability and experience working with interdisciplinary team.
- Demonstrate experience in knowledge translation, particularly using qualitative methods.
- Strong Interpersonal communication skills.
- Experience conducting qualitative research interviews and focus groups; and experience analyzing transcripts using constructivist grounded theory methodology and iterative development of a working model.
- Computer proficiency in Microsoft Office, SPSS, nVivo, and development of online surveys.
- Master's degree in Health Professions Education would be considered an asset.

**Additional Information:** This position may require the incumbent to work occasional evenings and weekends, therefore, a flexible working schedule is required. Applicants must have reliable transportation, that allows them to travel between sites and campuses, as travel is a requirement of this position. We thank you for your application. Please note only those candidates selected for an interview will be contacted.

For more information, visit McMaster University for RESEARCH COORDINATOR (I)

