Research associate, platform coordinator - Level 4  
CHU Sainte-Justine Research Center, Montréal

Description of the environment:  
THE CHU Sainte-Justine is the largest mother-child University Hospital in Canada and one of the four largest Pediatric Centers in North America with state-of-the-art patient care and its innovations as main priorities. It is associated with the University of Montreal and receives 4000 students and trainees each year.

Description of the position:  
Established in September 2015, the Canadian Neonatal Brain Platform’s main mission is to promote neuro-neonatal imaging research in Canada (cnbp.ca). This was made possible by the creation of a network of 30 collaborators across the country. The objective is to establish robust imaging biomarkers of brain injury in the newborn and develop efficient strategies to promote optimal brain growth and minimise brain disruptors. The platform is building a framework to support multi-center randomized trials that involve neonatal imaging. Moreover, the platform is assisting families of newborns at risk of injury with a dedicated website tailored to their needs (http://developpementenfant.ca/wp/en/).

The CHU Sainte-Justine Research Center is hiring a Research Associate/platform coordinator with solid neuro-imaging experience.

- In close collaboration with the primary investigator, he/she will guarantee the supervision of the platform and all related activities, including hiring and supervision of student and personnel. He/she will maintain a quality control of all ongoing research activities. He/she will develop and run, in close collaboration with the primary investigator, research projects in line with the platform.
- He/she will be responsible to analyse new funding opportunities and assist the primary investigator on determining efficient and realistic strategies to position the platform at the international level.
- Based on priorities established with the primary investigator, he/she will conceptualize and prepare grant applications.
- He/she will participate in all research activities represent the platform.
- He/she will plan the agenda, organize and run meetings as well as keep minutes.
- He/she will participate in the main platform committee.
- He/she will write and publish scientific manuscript and assist students in their writing tasks.
- He/she will guarantee that ongoing projects are done in the best possible way and assist all ongoing research projects of the platform.
- He/she will create and maintain knowledge transfer tools and strategies to guarantee the diffusion of discoveries which includes the organisation of the annual symposium.
- He/she will develop new content for the web and maintain a presence on social media.
- He/she will be responsible of submitting new applications to the ethics committee in line with the platform and guarantee the management of all ongoing ones at the local and at the national level.
- In collaboration with participating centers, he/she will contribute to maintaining and building new inter-institutional research agreements.
- He/she will be responsible of managing funds of the platform and write the financial reports in collaboration with the finance department of the research center.
- He/she will be responsible for writing and submitting advancement reports required by Brain Canada and other funding partners in collaboration with participating centers.
- He/she will participate and assist the PI with major presentation.
- He/she will be responsible for the follow-up with companies of relevant equipment (order, repair) as needed with the backup of the biomedical department.
- He/she will be responsible for all other task required for the research projects derived from the platform.
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Training:
- PhD in the field of Neuro-Imaging.
- Training in project management is considered an asset.
- Number of publications in medium/high impact neuroimaging journals as a first author.

Experience:
- A minimum of 3 years of experience research project management in a research center.
- Experience in Pediatric neuro-imaging will be considered.

Skills
- Excellent oral and written communication in French and English, bilingualism essential;
- Ability to develop extra and intra organizational communication strategies;
- Demonstrated ability to build harmonious working relationships with colleagues and students;
- Unifying leadership and strong diplomatic skills, able to build consensus and resolve conflicts.
- Ability to work in a changing and high-paced environment;
- Proactive and able to work very autonomously with minimal supervision;
- Strong organizational skills, time management and priorities;
- Familiar with budget management.
- Strengths in planning, decision-making, facilitating, negotiating and process improvement.
- Ability to provide training (eg for site staff).
- Hold a valid work permit, a valid passport; no limitation to travel across the country.

Conditions of employment:
Union of Employees of the CHU Sainte-Justine Research Center (SECR)
Salary Range: Level 4 - $28.10 to $41.75 ($51,319 to $76,248)
Lead Researcher: Dr. Gregory Lodygensky
Position: Regular full-time (35 hours per week).
Expected date of entry into office: As soon as possible

Please follow this link to apply:

Reference: CAT5-17-2816