

## OFFRE D'EMPLOI

Position	Clinical Research Liaison Coordinator
Location	Jewish General Hospital (JGH) of the CIUSSS du Centre-Ouest-de-l'Île-de-Montréal
Job Type	Full time position (temporary - 1 year)

## ABOUT Q-CROC

The Quebec - Clinical Research Organization in Cancer (Q-CROC) is a consortium dedicated to the development, facilitation, and promotion of clinical research in oncology. The Q-CROC network brings together 13 health care institutions that are among the most active in cancer clinical research that can serve patients in all regions of Quebec.

Thanks to its knowledge of the Quebec cancer research ecosystem and to the commitment of its member institutions, Q-CROC supports the continuous improvement of its network's performance and promotes its expertise and know-how to clinical trial sponsors. A Q-CROC Liaison Coordinator is present in each member-institution, creating a direct link between the organisation and the local clinical research groups, promoting operational excellence and the data collection needed to make informed decisions and measure the impact of actions on the performance.

## DESCRIPTION & MAIN RESPONSIBILITIES

Under the joint supervision of Q-CROC and the local JGH team, incumbent will be responsible for developing and supporting cancer clinical research.

Primary fields of activity in which the Liaison Coordinator may be called upon to contribute include:

- Participate in the development of improvement initiatives related to oncology clinical studies to reduce start-up times or increase patient accrual and the achievement of recruitment objectives.
- Participate in patient awareness and engagement activities.
- Updating the JGH cancer clinical studies portfolio and the performance indicators database for these studies;
- Assisting the institution or teams in improving and standardizing the processes;
- Assisting teams during audits and regulatory inspections, as well as with the internal monitoring of academic studies, if required;
- Serving as the JGH contact person for activities and reporting related to the 3CTN initiative ([www.3ctn.ca](http://www.3ctn.ca)).

The Liaison Coordinator shall stay abreast of all cancer clinical research activities taking place at his institution and anticipate the needs of the researchers and their teams.

In collaboration with the various oncology teams, the Liaison Coordinator will help develop, implement and monitor action plans to meet the objectives and deliverables determined by the local team and Q-CROC. The Liaison Coordinator will thus be able to identify the stakes and risks along the way and suggest possible solutions that will allow objectives to be attained.

The Liaison Coordinator will be called upon to actively participate in meetings with other Q-CROC Liaison Coordinator, in addition to working in partnership with other network Liaison Coordinators on certain assignments when required.

## QUALIFICATIONS

- University degree in Life Sciences (or equivalent experience).
- At minimum of 2 years of experience in clinical research, ideally in the management of pharmaceutical clinical trials (phases I to IV) in a hospital or pharmaceutical environment.
- Knowledge about the field of oncology considered a plus.
- Results-oriented, proactive, and demonstrates leadership and drive.
- Able to work independently without constant direct supervision.
- Ability to establish and maintain professional relationships with local and remote partners.
- Proven ability to manage priorities in a fast-paced environment.
- Bilingual (French-English) both written and spoken.

## TO APPLY FOR THIS POSITION

The position is to be filled immediately. Interested candidates should submit their cover letter and resume by Email to [job@qcroc.ca](mailto:job@qcroc.ca).

We thank all candidates for their interest. However, we will only be contacting those selected for an interview.