

Executive Director – McGill Centre for Translational Research in Cancer (MCTRC)

Location: Montréal, Québec

Organization: Segal Cancer Centre – Lady Davis Institute for Medical Research, Jewish General Hospital

Type: Full-Time in-person position

About the McGill Centre for Translational Research in Cancer (MCTRC)

Founded in 1996, the **MCTRC unites clinical and fundamental scientists across Québec** to accelerate the translation of laboratory discoveries into meaningful advances for cancer patients. Its mission is to advance scientific knowledge; generate novel approaches in prevention, screening, and treatment; and ensure innovative research is transformed into real-world health improvements.

The Centre operates within the ecosystem of the **Lady Davis Institute for Medical Research, Segal Cancer Centre**, and broader McGill-affiliated research networks, contributing to cutting-edge innovation across the cancer care spectrum.

Position Overview

The **Executive Director** will serve as the senior administrative and strategic leader of the MCTRC, working closely with the Director, senior investigators, hospital and university leadership, and external partners. This role ensures the smooth operation, growth, visibility, and impact of the Centre's multidisciplinary translational research programs.

The Executive Director will be responsible for **operational leadership, partnership development, financial stewardship, stakeholder engagement, and program execution** aligned with the Centre's mission.

Key Responsibilities

1. Strategic Leadership & Vision

- Lead multi-year strategic planning to advance translational cancer research aligned with MCTRC's mission of bridging fundamental discoveries and clinical application.
- Strengthen integration across McGill University, affiliated hospitals, and national/international partners and consortia.

2. Operations & Program Management

- Oversee daily operations, administrative infrastructure, and strategic initiatives.
- Support coordination among more than 60+ multidisciplinary researchers and affiliated programs.
- Develop processes that enhance research translation pathways, from discovery to patient impact.
- Lead performance monitoring, annual reporting, and continuous improvement initiatives.

3. Finance, Grants & Resource Development

- Manage budgets, operational expenditures, and financial planning in liaison with the institutional financial office.
- Work with scientific leadership to support grant strategy, major partnership funding applications, and research platform sustainability.
- Identify and cultivate new funding opportunities and partnerships with government, industry, and nonprofits.

4. Stakeholder Engagement & Partnerships

- Represent the Centre within McGill University, Montréal's research institutions, government agencies, cancer networks, and industry partners.
- Foster high-impact collaborations locally, nationally, and internationally that enable translational innovation.
- Serve as an ambassador to increase MCTRC's visibility and influence in the oncology research ecosystem.

5. Communications & Knowledge Mobilization

- Oversee public communications, outreach, and dissemination strategies that highlight Centre achievements.

- Lead the organization of events such as **CTR Horizons** and the dissemination of innovations emerging from MCTRC research teams.
- Promote knowledge exchange among scientists, clinicians, trainees, and community stakeholders.

6. Team Leadership & Capacity Building

- Supervise the Centre's management staff and foster a culture of collaboration and excellence.
- Implement professional development programs for trainees and staff.
- Support student-led initiatives in collaboration with MCTRC trainee committee.
- Support mentorship initiatives that strengthen translational research expertise.

Qualifications

Education & Experience

- PhD degree in health sciences, biomedical sciences, or a related field.
- 2+ years of leadership experience in research administration, health research, or academic/hospital settings.
- Demonstrated success managing complex, multi-stakeholder research programs.
- A project management certificate or an MBA is an asset.

Skills & Competencies

- Deep understanding of translational research processes bridging fundamental science and clinical implementation.
- Strong leadership, communication, and partnership-building abilities.
- Proven financial management and grant development expertise.
- Ability to navigate academic, hospital, and government environments.
- Strategic thinker with exceptional organizational and problem-solving skills.

Why Join the MCTRC?

- Lead a center that has been **pioneering translational cancer research for nearly three decades**.
- Drive innovation in a multidisciplinary ecosystem with direct impact on patient outcomes.

- Shape the future of cancer care by connecting world-class research with real-world solutions.

What we offer

- 35-hour work week
- Competitive salary based on experience.
- 9.6 paid sick/personal days per year
- 4 weeks of paid vacation after one year of continuous employment.
- Group health and dental insurance.
- A collaborative and supportive work environment.
- Professional development opportunities.

How to apply

Please send your 2-page CV and a cover letter to the email: mctrcladydavis.ca by February 13th 2026.