

PROJECT MANAGER (1 YEAR CONTRACT)



The Institute for Clinical Evaluative Sciences (ICES) is an independent, non-profit organization that produces knowledge on a broad range of topics to enhance the effectiveness of health care for Ontarians. Internationally recognized for its innovative use of population-based health information, ICES provides evidence to support health policy development and changes to the organization and delivery of health care services.

We are seeking an addition to our Research Practice department. In this 1-year contract, the Project Manager will use his/her exceptional organizational and interpersonal skills to manage multi-site chart abstraction and other primary data collection studies. He or she will assist in the preparation of privacy impact assessments, research ethics applications and other project-related documentation; recruit, train and supervise project personnel; develop abstraction modules for chart abstraction; coordinate and oversee data collection in conjunction with a technical team; develop and monitor project budgets and timelines; work collaboratively with internal groups, hospital representatives, consultants and other external stakeholders; and assist in report writing and presentation of research findings. The incumbent will work directly with Research Scientists and is responsible for providing regular project updates to the research team.

The ideal candidate will have a clinical background, preferably in cardiology or general internal medicine, and a minimum of 5 years of relevant project management and/or research coordination experience. Strong oral and written communication skills, interpersonal skills, and computer skills are required. A graduate degree in a health-related field and previous work experience in a hospital setting would be considered a definite asset.

Interested candidates should submit their résumé by Friday, September 3, 2010 to the attention of:

Kathy Sykora
Director, Research Practice
Institute for Clinical Evaluative Sciences
2075 Bayview Avenue, G1 06
Toronto, ON M4N 3M5

E-mail: resumes@ices.on.ca

*We thank all applicants for their interest;
however, only those invited for an interview will be contacted.*

ICES is an independent, non-profit organization that produces knowledge on a broad range of topical issues to enhance the effectiveness of health care for Ontarians. Internationally recognized for its innovative use of population-based health information, ICES provides evidence to support health policy development and changes to the organization and delivery of health care services.