



Research Ops Lead, Lawson - 1 position	Posting #: 55124
Lawson	Posting Date: June 09, 2025
St. Joseph's Hospital - London, ON	Submission Deadline: June 15, 2025
Full Time	Jennifer Pasichnyk, Human Resources
Non-Union	Salary Range: \$46.96 - \$58.70 /hour

The WSIB Research Operations Lead will oversee the development and implementation of the Canadian Occupational Injury Prevention and Treatment Research Network, a groundbreaking initiative spearheaded by Lawson Research Institute in collaboration with WSIB. This network aims to transform workplace health across Ontario and beyond by addressing both physical and mental occupational injuries and illnesses. The project involves interdisciplinary collaboration, research embedded within clinical care, prevention and resilience strategies, and leveraging advanced technologies like AI, VR, and XR.

The Research Operations Lead will oversee the development and implementation of the network under the direction of the Manager of Research Operations. They will provide supervision of assigned staff and oversee the administrative responsibilities of the program. They will interpret, implement and ensure compliance with policies, operating plans and processes. Ensure all institutional and regulatory requirements are met and maintained. In collaboration, forecast, plan and prepare the areas operating budget; and ensures effective human resource allocation.

The individual jobs covered by this role profile may perform some or all the responsibilities and accountabilities described below.

#### RESPONSIBILITIES AND ACCOUNTABILITIES

- Coordinate interdisciplinary collaboration between clinical care and research teams.
- Monitor and advance the planning and execution of project activities, including construction/renovation, equipment procurement, and recruitment of key staff.
- Ensure the effective functioning of the network through collaboration with various internal and external partners and committees.
- Lead the necessary internal and external reporting functions.
- Oversee budgeting, financial reporting, and accounting, ensuring accurate and complete documentation and tracking.
- Oversees the completion and/or facilitate REB applications and renewals, Health Canada applications, grant proposals
- Ensure all institutional and regulatory requirements are met, and maintained
- Interprets, implements and ensures compliance with policies, operating plans and processes.
- Provides support, and direction to team members and students in their completing tasks according to project requirements
- Provides day-to-day supervision to research staff and students as assigned
- Oversees and ensures the onboarding and training compliance of research staff and students
- Support and maintain development of strategic partnerships and professional networks

#### Essential Qualifications

- Bachelor's Degree or Diploma in relevant area of study or equivalent education and experience required
- Strong project management skills with the ability to manage competing priorities and balance multiple projects to meet project deadlines.
- Five years of experience in the health/research industry preferred
- Excellent verbal and written communication skills
- Strong problem solving and critical thinking skills.
- Experience conducting clinical research preferred
- Experience with Redcap and/or other electronic data capture systems

- Experience working in a health care setting would be an asset
- Ability to collaborate with researchers and hospital staff
- Ability to follow processes with a strong attention to detail
- Well developed organizational skills with the ability to set priorities to meet deadlines for multiple projects
- Knowledge of Microsoft Office Suite
- Leadership, training, and mentoring skills

#### Immunization Requirements

- Provide vaccination records or proof of immunity against measles, mumps, rubella, varicella (chicken pox), Hepatitis B, COVID-19 and influenza.
- Provide documentation of the Tuberculosis skin testing

*Your interest in this opportunity is appreciated.*

*Human Resources and Leaders use your profile information to evaluate your application for the vacancies you apply to.  
Only those under consideration will be contacted.*