



Research Coord 1, Lawson - 1 position	Posting #: 56889
Lawson	Posting Date: July 15, 2026
Parkwood Institute Mental Health Care - London, ON	Submission Deadline: July 21, 2026
Temporary Part Time	Jennifer Pasichnyk, Human Resources
Non-Union	Salary Range: \$34.40 - \$43.00 /hour

This temporary part-time position is expected to extend until August 31, 2027, (with potential for renewal), subject to the availability of work.

The successful candidate will work under the direction of Dr. Verinder Sharma, based at Parkwood Institute Finch Family Mental Health Care Building, in the role of the "Research Coordinator 1". This position will assist the Department of Psychiatry.

Responsibilities may include coordinating the day-to-day activities of a research project to ensure the successful completion of research protocols from study set-up to closeout. Duties can involve, but are not limited to chart reviews and/or data abstraction according to individual study protocols, ethics and grant submissions, managing budgets for individual studies, maintaining records and files for individual studies and trials, track and log eligible subjects for each clinical study, subject recruitment, participant interviews, and communication with health care professionals

This is a 10 hours/week position. Please note that this position is entirely grant funded and work is subject to provision of funding.

Essential Qualifications

- Bachelor's degree in health-related field
- Familiarity with the ethical conduct of research, especially relating to subject confidentiality
- Experience in research and online literature database searching
- Strong problem-solving skills
- Demonstrated strong organizational skills, with the ability to effectively manage multiple and competing priorities
- Strong interpersonal and communication skills (verbal and written)
- Ability to work independently as well as a member of a team
- Experience using Microsoft Office Suite software, including Word, Excel, PowerPoint, and Access

Preferred Qualifications

- Master's degree in a health-related field
- Experience in a health-related field or equivalent work experience in research methodology, epidemiology, and/or critical appraisal
- Previous experience in a research/hospital setting and clinical trials
- Previous experience in data extraction from hospital health records
- Knowledge of basic statistics, statistical analysis, and use of statistical software
- Demonstrated experience managing and supporting regulatory submissions for clinical research and health-related initiatives.

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.*