DIRECTOR OF RESEARCH

C.T. Lamont Primary Health Care Research Centre
UNIVERSITY OF OTTAWA
DEPARTMENT OF FAMILY MEDICINE

Faculty: Faculty of Medicine, Department of Family Medicine

Job Reports To: Chair, Department of Family Medicine, University of Ottawa

Time Commitment: 1.5 days/week in Directorship and 3.5 days/week in Research

Term of Office: Three (3) years renewable, at the discretion of the Chair of the department

Skills, Knowledge Requirements:
Bilingualism: Oral / a definite asset
Written / a definite asset
Computer skills: Advanced
Medical terminology: Advanced

Others (key competencies):
• Strong leadership, visionary and motivation skills
• Strong ability to engage and motivate peers
• In-depth and current knowledge of qualitative and quantitative research methods, advanced statistics and their applications; Critical thinking and research appraisal skills
• Interest in collaborative multi-disciplinary research; Ability to connect individuals and organizations together to create meaningful partnerships
• Sound knowledge of Strategic Planning, Human Resources Management, Financial Administration, Project Management, etc.
• Exceptional communication skills including oral presentation, scientific writing skills
• Ability to work in collaboration with others
• Results oriented with an ability to get things accomplished
• Creative, innovative, persistent, independent
• Ability to work in French and English

Education and Specific Experience Requirements (minimum required):
The incumbent will have: a post-graduate degree including research methods, or equivalent experience, in a related field; a solid program of research and a track record of attracting external peer-reviewed funding. He/she must have a demonstrated expertise in primary health care research, and a strong peer-reviewed publication record. Leadership experience is essential. An appointment at the Department of Family Medicine, University of Ottawa is required.

Summary and General Accountability
The incumbent will have an important role in leadership and innovation, and oversee the general functioning and direction of the C.T. Lamont Primary Health Care Research Centre. Additionally, he/she will be an independent researcher and is responsible for coordinating research projects from formulation to dissemination of results. There are 5 major areas of responsibility:
• Research Output
• Partnerships
Main Duties and Responsibilities

- **Research Output**
  - The Director is responsible for his/her own program of research and for the overall research output of the CTLC. These activities may include:
    - Major contributions to the design of research projects;
    - Establishing a long-term research program in a multidisciplinary environment
    - Conducting research aligned with the CTLC, DFM and BRI Strategic Plans
    - Working in close collaboration with CTLC, DFM and BRI and other researchers
    - Securing proposals to external funding agencies
    - Promoting knowledge transfer, including publishing research through journal articles and other venues, presenting research findings at conferences/symposia,
    - Identifying grant and funding opportunities
    - Overseeing projects on which he/she is PI.

- **Partnerships**
  - The Director is the main research ambassador for the CTLC. S/he is responsible for the development of the Centre. This includes building a network of research collaborators and partners.
    - Develops collaborations with researchers: Within the BRI; nationally, provincially and locally with other Research Institutes; internally with other departments of the University of Ottawa.

- **Leadership and Communications**
  - The Director is also expected to be a leader in the area of primary care research with all levels of government, non governmental agencies and industry. This work is conducted in close collaboration with the President BRI, the Chair of the DFM and with assistance of the BRI Board of Directors.
    - Ensuring that the CTLC continues to lead primary care research nationally and that this is recognized internally and externally.
    - Submitting an annual research report to the DFM using the departmental research database. This information will also be used to provide an annual summary to the BRI for their reporting.

- **Building capacity**
  - Participating in external research related activities/initiatives such as advisory or grant review bodies, journal manuscript reviewing.
  - Increasing the research capacity of the CTLC
  - Oversees the training and support of investigators.
  - Mentors Master’s and PhD students, family medicine residents, and family medicine faculty early in their research career.
  - Responsible for the promotion of research at the postgraduate level through the ongoing development and growth of the FMRSP and research elective (PGY3 program) and credentialing.
  - Ensure that the proper services are available to investigators (ie: statistical, editorial), and that there is a clear process for accessing these services.

- **Operations and Finances**
  - The Director of Research may delegate duties pertaining to all matters regarding all the day to day activities of the Centre to the DFM Operations Manager, including: finance, human resources, information technology, communications, strategic and operational planning, etc. However, final responsibility for the performance of these duties rests with the Director of Research.
Initiate and Independence of Action

- The Director of Research is responsible for the general functioning of the CTLC including: research output, partnership development, leadership, advocacy, mentorship and academia. The incumbent also has an independent program of research and initiates protocols, instrument development and prepares progress reports to ensure project tasks are completed on schedule.
- The incumbent works with the health services and other sector stakeholders to conduct environmental scanning and research priority setting. He/she will initiate research projects that contribute to the goals of the BRI, Bruyère Continuing Care and the University of Ottawa.

Impact of Error

Bad decisions may:

- Have a significant negative financial impact on the organization, including a waste in current investment in ongoing research projects, a loss of future funding opportunities for e.g. Government grants, Foundation support, donations.
- Result in loss of credibility. For e.g. It may be difficult to attract and/or retain leading scientists.
- Result in damaged public image to BRI and potentially to partners. For e.g. Negative media coverage may cause embarrassment to Bruyère Continuing Care, the University of Ottawa other partner agencies.
- Result in research findings that could potential not benefit or even harm the target study group.

Contacts and Working with Others

The Director of Research will have extensive contacts internally and externally. These include: Bruyère Continuing Care employees, Boards and Committees including the Research Ethics Board, Bruyère Research Institute employees, Ottawa Health Research Institute employees; Institut Savoir de Montfort employees, staff and faculty from the University of Ottawa and other Universities; external government and non government agencies such as Canadian Institutes of Health Research, hospitals, long term care facilities, family physician practices, etc.

To Apply: Applicants are asked to send a curriculum vitae and a letter outlining how current qualifications and experience match our requirements to:

fadfm@uottawa.ca

All qualified candidates are invited to apply; however, preference will be given to Canadian citizens and permanent residents. When submitting your application, please indicate your current status. The University of Ottawa is an equal opportunity employer. We strongly encourage applications from women, Aboriginal peoples, persons with disabilities and members of visible minorities. If you are invited to continue the selection process, please notify us of any particular adaptive measures you might require by contacting the Office of the Associate Vice-President, Faculty Affairs at 613-562-5958. Any information you send us will be handled respectfully and in complete confidence.

The University of Ottawa is proud of its 160-year tradition of bilingualism. Through its Official Languages and Bilingualism Institute, the University provides training to staff members and to their spouses in their second official language. At the time of tenure, professors are expected to have the ability to function in a bilingual setting.