

Research Coordinator Contract Position

At the Dr. Peter AIDS Foundation, we're helping to rebuild lives shattered by HIV/AIDS, addiction, mental illness, poverty, and discrimination due to sexual orientation and gender identity. The combined Day Health Program and 24-hour skilled nursing care Residence at the Dr. Peter Centre in Vancouver's West End is truly unique in Canada. It's an innovative, comprehensive model of care that is improving people's health and inspiring health care providers around the world. Our community care is built on acceptance and support, helping people find strength in the face of an illness, which to date does not have a cure. We offer respect, dignity and a sense of belonging to people who are most in need. We help relieve human suffering, restore health and renew hope.

We are currently searching for a Research Coordinator to join our team on a contractual basis to provide support for a Canadian Institute of Health Research (CIHR) Planning Grant. The Planning Grant brings together an interdisciplinary, intersectoral team in order to facilitate the development of a program of community-based research to investigate how an AIDS Service Organization-based "integrated model of HIV/AIDS health care" impacts key HIV/AIDS health measures and outcomes. The Dr. Peter Centre's integrated model of HIV/AIDS health care will be used as a case study for this project. The Research Coordinator will be responsible for:

- Performing a literature review;
- Conducting an environmental scan of other AIDS Service Organization models of care;
- Coordinating meetings and acting as a general liaison with the Planning Grant team and other stakeholders;
- Recording and disseminating meeting minutes and supporting documents;
- Administering online discussion groups;
- Collating findings and recommendations of the research team;
- Assisting with the preparation of a Planning Grant final report (to be submitted to CIHR).

This is a self-directed contract and we are seeking applicants who possess the following:

- An advanced degree (Master's or PhD) in the field of epidemiology, population and public health, nursing, health services or social science research;
- A proven record of coordinating research teams that involve independent researchers and community-based organizations;
- An understand of and/or experience with research granting programs;
- Experience performing literature reviews and environmental scans;
- Strong knowledge of community-based research principles, GIPA principles, social determinants of health, and harm reduction principles and practices;
- Proficiency with applicable software programs including Microsoft Office Suite programs and statistical software (SPSS);
- Excellent analytical, team and relationship building, communication and presentation skills.

The term for this project is December 6, 2010 until September 30, 2011 with a contracted fee of \$15,000 for the entire project.

Please submit your cover letter and resume to humanresources@drpeter.org and indicate "Research Coordinator" in the subject line. We will accept applications until **Monday November 22, 2010 at 5:00pm (PST)**. We thank all interested applicants. Regretfully, we are not able to respond to phone calls or emails and we are able to respond only to those applicants who are being considered for an interview.