

Centre hospitalier de l'Université de Montréal Research Center

The Centre hospitalier de l'Université de Montréal Research Center (CRCHUM) is the largest biomedical and healthcare research center at the Université de Montréal, and one of the largest in Canada.

Located at the Champs de Mars metro station, the CRCHUM is a dynamic and innovative workplace in a vibrant neighborhood at the junction of Ville-Marie and Old Montreal. In addition to working in state-of-the-art facilities quipped with the latest technology, you will be part of a lively scientific community and enjoy a host of benefits: a diverse and inclusive workplace, flexible hours, a telework policy, a rewards program, assistance programs, a government and public sector pension plan, and a generous leave policy.



Our research center promotes job stability and supports professional development and advancement for challenges that match your aspirations.

Health Innovation and Evaluation Hub

The Health Innovation and Evaluation Hub (CIES) uses the rigor, critical thinking, and creativity of scientific studies to develop innovative interventions in response to healthcare challenges observed in practice settings. Whether initiated by a healthcare team, a medical team, a research team, a management team, or any other entity wishing to benefit from the unique strength of CIES, the hub of scientists, clinicians, and managers working within the center is committed to better understanding a situation, transforming evidence into innovations that can be implemented in healthcare settings, and evaluating their impact.

CIES aims to increase the effectiveness and efficiency of care by applying scientific processes to innovation in the healthcare sector. It promotes coordination between clinical, research, teaching, and management activities. It helps reduce silos and enables all entities involved in patient care to work together to find sustainable, proven solutions tailored to the needs of the population.

Job description

The candidate will be responsible for coordinating and contributing to a multi-provincial study (Share2Care) in Quebec, Ontario and Nova Scotia in primary care. This project aims to measure and implement indicators that reflect the contribution of all health professionals working in interprofessional primary care teams 1) to help practices optimize their organizational practices and 2) to guide health policies aimed at informing resource and funding planning within primary care teams.

Responsibilities

As coordinator, this person will be responsible for:

- ✓ Project planning and coordination:
 - Planning meetings and preparing agendas with PIs and co-PIs
 - Managing meetings and follow-ups with the advisory committee
 - Managing multi-site and multi-province ethics (including data sharing and convenience agreements)
 - Creating study-related documents (data extraction manual, interview guides, scripts, consent forms)
 - Ensuring the harmonization of documents, collection tools, and the data analysis plan across provinces and sites
 - Budget management
- ✓ Implementation and monitoring:
 - Keeping a logbook to document the stages of project implementation
 - Regular monitoring of field teams
 - Supervision of data collection and storage
 - Preparing periodic reports
- ✓ Analysis, dissemination, and support:
 - Supporting the analysis of quantitative and/or qualitative data
 - Contributing to the drafting of manuscripts and the preparation of presentations
 - Supporting students involved in the project

Qualifications

- ✓ Education and experience:
 - MSc with a minimum of 5 years of experience or PhD with a minimum of 2 years of experience in health research (family medicine, public health, or related field)
 - Experience in writing reports, scientific articles, and presentations
- ✓ Technical skills:
 - Proficiency in the Office Suite and other digital tools (e.g. TEAMS, Canva, AI applications)
 - Bilingual (French and English), both spoken and written
- ✓ Interpersonal skills:
 - Ability to communicate easily with a variety of collaborators (researchers, clinicians, patient partners, managers, decision-makers, students)
 - Collaborative spirit and ability to adapt
 - Accessibility and responsiveness to requests
- ✓ Organizational and personal skills:
 - Excellent organizational and planning skills
 - Autonomy and initiative
 - Rigorous, professional, and detail-oriented
 - Ability to anticipate issues, solve problems, and propose solutions
 - Reflective and self-evaluative

Status and benefits

- ✓ Full-time position (35 hours per week) or part-time position, daytime hours, Monday to Friday
- ✓ Hybrid format (minimum of 3 days on-site at CRCHUM)
- ✓ Start date: as soon as possible
- ✓ 12-month contract, with possibility of renewal

- ✓ Salary and benefits in accordance with CRCHUM policies:
 - Salary scale based on education and experience
 - 20 days of vacation per year after one year
 - 13 public holidays
 - 9.6 days of sick leave that can be exchanged for money
 - Non-unionized position
 - Pension plan (RREGOP) from the first day of employment
 - Group insurance

To apply

Interested candidates should send their resume and cover letter to: nadia.sourial@umontreal.ca and marie-eve.lavoie.chum@ssss.gouv.qc.ca no later than September 8, 2025, at 4 pm.

Only candidates selected for an interview will be contacted.

The CRCHUM encourages women, Indigenous peoples, visible minorities, ethnic minorities, and people with disabilities to apply. The CRCHUM adopts a broad and inclusive definition of diversity that goes beyond applicable laws. The CRCHUM therefore encourages all individuals, regardless of their characteristics, to apply. In accordance with Canadian immigration requirements, please note that priority will be given to Canadian citizens and permanent residents.