



BRITISH COLUMBIA
CENTRE for EXCELLENCE
in HIV/AIDS

Clinical Research Associate BC Centre for Excellence in HIV/AIDS Gender and Sexual Health Initiative (GSHI)

Please note: Only Canadian Citizens, legal residents or residents with a legal work permit will be considered.

STATUS: Part time or full-time

JOB START DATE: As soon as possible

SALARY: Starting salary \$30-33/hour, dependent on experience

LOCATION: Gender and Sexual Health Initiative (GSHI) of the BC Centre for Excellence in HIV/AIDS, Vancouver, BC

JOB: Works with multidisciplinary sexual health and HIV/AIDS research teams under the direction of the GSHI Principal Investigator(s) and Research Coordinator. Interview, pre/post-test counselling, HIV, STI and HCV testing, providing support in education, follow up and outreach with marginalized women and trans* individuals living with HIV, refugee and immigrant women, street and off-street sex workers. Assists the research group in the organization, implementation, and execution of clinical research related activities for two longitudinal cohorts: An Evaluation of Sex Workers Health Access (AESHA) and Sexual Health and HIV/AIDS Women's Longitudinal Needs Assessment (SHAWNA). For more information on both projects, please visit: www.gshi.cfenet.ubc.ca.

ORGANIZATION: The BC-CfE, a non-union environment, currently employs a team of Statisticians, Programmers, Data Managers, Clinical Research Assistants, Data Analysts, and Data Entry Clerks who work collaboratively on cohort-based epidemiological and clinical studies. The BC-CfE is a world-renowned HIV/AIDS research centre including Research Laboratory, Clinical Trials, Drug Treatment Program, Epidemiology and Professional Education Programs.

QUALIFICATIONS:

- CRNAB registration in good standing
- Two years minimum experience working in a busy clinical healthcare setting
- STI Certification
- Contraception certification an asset
- HIV experience and Pre/Post Test Counselling training
- Demonstrates general computer skills to include database use, data entry, report retrieval
- Excellent oral and written communication skills
- Knowledge and skill in recruiting and screening potential study participants
- Knowledge and skill in the techniques, procedures and principles for the collection of blood and urine samples, e.g. HIV
- Demonstrated knowledge of medical terminology, completing research questionnaires, reviewing and collecting data from charts and maintaining related records
- Ability to work independently and within a team
- Class 5 BC Driver's License is an asset
- Knowledge and skills to work with diverse community collaborators, service providers and other stakeholders
- Has some flexibility in day and early evening hours to support outreach and recruitment to study populations

DUTIES:

- Responsible for conducting clinical research in two large GSHI cohorts (AESHA and SHAWNA)
- Day-to-day operations included interview-administered questionnaires, and detail clinical research charting (e.g. medical records, client charts)
- Collects back-up source documentation as required, in consultation with participants
- Confers with prospective participants to explain purpose of study and obtain informed consent, including screening of prospective participants to ensure meet eligibility criteria
- Conducts pre and post test counselling for HIV, STIs and HCV and obtains swabs/ urine and blood samples from participants
- Provides education, support and referral to health and support services, including follow-up linkages and accompaniment as needed
- Explains procedures and/or treatment plans (e.g. STIs) to alleviate patient concerns
- Initiates/coordinates laboratory procedures and treatments, as needed
- Conducts weekly outreach (by van/ on foot) and by phone to follow-up on test results, treatment and linkage to care
- Works closely to refer to health providers, clinic and support services (e.g. peer based programs)
- Confers with other health care professionals and social service providers as necessary (i.e. Housing providers, HIV providers, general practitioners)
- Updates and maintains research databases and source document worksheets (e.g. checklist, participant visits, etc.)
- Maintains a filing system and appropriate record keeping and clinical research charts
- Contributes to ongoing research participant recruitment and outreach efforts
- Assists in tracking efforts to bring participants back for follow-up interviews and/or testing
- Maintains strict confidentiality related to participant identification and release of research data
- Keeps the Principal Investigators, Research Coordinator, and Assistant Coordinators informed of any study related problems or trends in research data
- Travels to other locations for outreach and interviews, including community clinics, workspaces and housing programs Other duties as appropriate

ASSETS FOR THIS POSITION:

- Expertise in gender, sexual health and HIV/AIDS and marginalized populations, including Women Living with HIV, sex workers, Indigenous and new immigrant/ migrant communities, and/or gender/sexual minority populations
- Knowledge and experience in HIV treatment and care
- Experience in community-based organizations and/or community-based research

We encourage people living with HIV, people of Aboriginal ancestry and new immigrants, individuals of gender/sexual minority, and individuals with sex work experience to apply

Please include in your letter of submission:

- Curriculum Vitae
- Cover letter with experience and availability
- Submission material must clearly identify the candidate in the file name (e.g. label your cover letter submissions as "FIRST INITIAL_LAST NAME_CV")

CONTACT:

c/o Sarah Moreheart, e-mail: smoreheart@cfenet.ubc.ca

APPLICATION DEADLINE: Applications will start being reviewed until position is filled.

Note: Applications received without a cover letter will **NOT** be considered. Only candidate that are selected for an interview will be contacted. The BC-CfE is an equal opportunity employer: GSHI is committed to GIWA/ MIWA principles