



BRITISH COLUMBIA
CENTRE for EXCELLENCE
in HIV/AIDS

**Clinical Research Associate with the SHAWNA Project
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: 1 opening; casual position. Position required to work once per week, on Fridays, between 9a-6p; with opportunity for additional casual shifts

JOB START DATE: As soon as possible.

SALARY: Commensurate with qualification and experience.

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

JOB DESCRIPTION: Works with community-based sexual health and HIV/AIDS research team under the direction of the GSHI Principal Investigator(s) and Research Coordinator & Assistant Coordinator. Interview, pre/post-test counselling for STIs and HCV, HIV monitoring, providing support in education, follow up and outreach with marginalized women and trans individuals living with HIV, including Indigenous, refugee and im/migrant women. Assists in the organization, implementation, and execution of clinical research related activities for the longitudinal community-based research project: Sexual Health and HIV/AIDS Women's Longitudinal Needs Assessment (SHAWNA). For more information on the project, please visit:

www.gshi.cfenet.ubc.ca/SHAWNA

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.

CANDIDATE PROFILE: Current RN license/BScN is an asset. The incumbent will have 3-5 years experience working with WLWH. STI certification and completion of a phlebotomy course or extensive experience conducting blood-draws is necessary. The willingness to conduct nursing activities as well as research-related tasks in environments such as vehicles, individuals' homes, or other comfortable and accessible spaces for our research participants is required. A valid Class 5 BC Driver's license and comfort operating a vehicle is an asset.

QUALIFICATIONS:

- Current licensed RN an asset
- Two years minimum experience working in a busy clinical healthcare setting
- STI Certification
- HIV and sexual and reproductive health care experience a strong asset
- 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. STIs

- 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 multidisciplinary team of Peer Research Associates (PRAs), interviewers, and CRAs with diverse experiential assets, including living with HIV
- 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 a community-based research project (SHAWNA)
- Day-to-day operations included CRA-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/post test counselling for STIs and HCV, HIV monitoring (VL and CD4) and obtains self-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 support women living with HIV
- 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 SHAWNA 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
- Knowledge and experience in HIV treatment and care
- Experience in community-based organizations and/or community-based research
- We encourage Women Living with HIV to apply

Please include in your letter of submission:

- Curriculum Vitae
- Cover letter describing relevant experience, qualification, and interests
- 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 smoreheart@cfenet.ubc.ca

APPLICATION DEADLINE: Applications will start being reviewed **December 23, 2016** 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 GIPA/ MIPA principles