



Director of Research

Job Description

The Director of Research is expected to be a leader in the area of family medicine and primary care research. She or he will report directly to the Chair of the Department of Family Medicine (DFM) and will sit on the Executive Committee of the Department of Family Medicine.

The time commitment is 1 day/week (0.2 FTE). This is a four-year term that is renewable.

Vision

To maintain and further develop the research capacity and programs of the Department of Family Medicine at McGill to establish it as one of the top family medicine and primary care research sites in the world. This will be achieved by:

- working closely with the department chair to meet the department's strategic plan vision, mission, and goals in terms of research;
- integrating research and clinical contexts for the optimization of academic family medicine, including facilitating McGill Practice Based Research Network activities in the department;
- ensuring mentorship is provided to researchers, clinician researchers, residents and medical students interested in a research career, as appropriate for their career level;
- representing the department in research-related committees or events at local, provincial, national, or international level (e.g.: collaborating with Faculty to foster research at Campus Outaouais, CFPC research division meetings, NAPCRG, etc.);
- ensuring the department offers an optimal environment to support the department's research activities for both researchers and clinicians collaborating to research within allocated departmental resources;
- maintaining continuous dialogue and networking activities among our researchers to facilitate collaborations and keeping an awareness of current research activities, successes, and challenges;
- contributing to the promotion of our research training programs (clinical scholars' program, MSc, PhD);
- enhancing the profiles and successes of our research in Family Medicine and of the research groups and teams in the department;
- building capacity, partnerships, and strong international research networks.

These goals will be achieved in conjunction with the Graduate Studies Program, by ensuring our research faculty are optimizing their career trajectories in terms of success in funding competitions, recognized awards and prizes, and timely career promotion. The research output of the Department and its affiliated members will be operationalized into practice through knowledge translation and exchange, to transform research findings into policy, decision-making, clinical practice and frontline care.



Summary of Responsibilities

The Director of Research will oversee the general functioning and direction of research in the Department, working in close partnership with the Chair, the administration, and other departmental leaders, to ensure that the Department of Family Medicine at McGill continues to lead primary care research nationally and is recognized internally and externally. This person will develop close contacts with the research directors and scholarly activity directors in each of our GMF-Us, therefore she or he must be functionally bilingual and willing to travel to Châteauguay, Gatineau, Montreal and Val d'Or.

The specific tasks of the Director of Research include:

- 1) Promotion of the research agenda of the department:
 - Oversees the annual research activities of the department and submits an annual research and academic report to the Department of Family Medicine;
 - Links research with graduate programs, quality improvement programs, medical training programs, and clinical activities;
 - Operationalizes greater collaboration between the DFM and GMF-Us related to research and scholarly activity;
 - Identifies grant and funding opportunities, and maintains familiarity with regulations and policies affecting researchers and associated staff, and communicates them effectively and efficiently;
 - Fosters collaborations between clinician-researchers and researchers internally, with other departments at McGill, and with other research institutes, locally, provincially, and nationally;
 - Promotes knowledge transfer;
 - Serves as an advocate for family medicine and primary care research.

- 2) Administration:
 - Chairs the Research Committee (possibly combined with the Program's Graduate Committee);
 - Collaborates with the different programs associated with research (Global Health, PBRN, MSc, PhD, post-doctoral fellows, Indigenous Health, etc.);
 - Communicates with different levels of government, non-governmental agencies and industry;
 - Engages with faculty and trainees to identify potential research priorities and foster the emergence of research themes for the department that align with the Departmental, Faculty and University Strategic Plans;
 - Represents the department at national research meetings (e.g. FMF, CCME);
 - Contributes, in close collaboration with the graduate program director, to the planning of the graduate research day and departmental research seminars and attends these events.



3) Program Development:

- Builds links with UGME (such as developing a summer research course for medical students, a list of summer research opportunities, research trainee exchanges, UGME research training);
- Continues links with PGME (such as maintaining the resident scholarly activity modules, supporting the Tannenbaum fellows, participating in the Tannenbaum Research Day, collaborating with the Director of the Clinician Scholars' Program);
- Fosters links with faculty development (such as supporting clinicians in their scholarly activities, developing an introductory online course for clinicians interested in increasing their research capabilities);
- Ensures that the proper services (such as PBRN) are available to researchers and clinician teachers, and that there is a clear mandate for and process for accessing these services;
- Augments connections with the QI program, e.g., promotes the secure sharing of clinical data (clinical data research platform) that could serve for QI, residents' scholarly activities, and research;
- Participates in accreditation processes (university or external reviews).

4) Mentorship:

- Ensure strong mentorship is provided to researchers and clinician interested in research, especially at earlier stage of their career;
- Participates in academic performance evaluation of research Contract Academic Staff;
- Provides guidance for the department's academics to function as a research team;
- Sits on promotion and hiring committees for academic faculty for the department;
- Arranges participation by a departmental member in external research related activities/initiatives such as advisory bodies and professional associations;
- Promotes networking between clinicians, clinicians-researchers and researchers.

Interested candidates are asked to submit their curriculum vitae and cover letter indicating their motivation and suitability for the position by email to:

Rosa Coppola, Academic Affairs Advisor

acad-hr.fammed@mcgill.ca

Applications deadline: March 29, 2024

McGill University is committed to fulfilling its mission within an institutional environment that embraces equity and diversity. The University seeks to be proactive in attracting excellent academic staff who are members of designated groups, as identified by federal and provincial legislation, as well as McGill's Employment Equity Policy. These groups include women, Indigenous persons, persons with disabilities, ethnic minorities, racialized persons/visible minorities, and persons of minority sexual orientation or gender identity (LGBTTSQ persons).*