

**Academic Associate – SPOR Quebec SUPPORT UNIT Project**  
McGill University, Department of Family Medicine – Montreal, QC

**Primary Responsibilities**

With the support of the director and the associate director of the methodological developments platform of the SPOR Quebec SUPPORT Unit, the candidate will see to the efficient and effective coordination and administration of the platform and contribute to its strategic development and resolve/troubleshoot research issues that arise. This will include, but is not limited to, receiving and prioritizing methodological development requests from clients and partners; and seeing to the effective and efficient completion of methodological developments. The incumbent will also be required to review, evaluate research findings and prepare reports and manuscripts.

Moreover, the candidate will 1) provide leadership and professional guidance and advice to the Quebec Primary Care Research community in matters of organizational participatory research methods and patient engagement in research; and 2) Implement a monitoring process to ensure the platform's continual improvement; 3) Contribute to the scientific content of research grant applications; and 4) Assist with the supervision of graduate students.

**Required education**

PhD degree

**Required Experience**

Minimum of 5 years research experience, strong publication record required, experience in participatory research necessary, experience in qualitative, quantitative and mixed methods research necessary.

**Other qualifying skills and abilities**

Excellent written and verbal communication in French and English required  
Experience in grant writing as well as report writing  
Ability to manage research projects and teams  
Ability to work autonomously and with a team in a deadline-oriented environment  
Strong organizational and analytical skills  
Attention to detail and priority setting

**Start date:** April 1, 2016 or soon thereafter

**Hourly/yearly wage:** negotiable depending on qualifications and experience

Please submit your application to: [acad-hr.fammed@mcgill.ca](mailto:acad-hr.fammed@mcgill.ca)