



Vancouver Island, BC

ROLE SUMMARY

The Clinical Research Ethics Board (REB) Chair provides oversight to one of Island Health's two Research Ethics Boards, including study review, meeting conduct, correspondence, and dispute resolution and reporting in accordance with Island Health REB standard operating procedures. This contracted role ensures that applicable ethical principles and regulations, including national and international requirements for clinical research with humans, are applied to study protocols reviewed by Island Health's CREB. This role meets with the Executive Medical Director, Medical Affairs and Research on a quarterly basis. This is a one year contracted position with the potential for additional annual renewals at the sole discretion of Island Health.

DUTIES AND RESPONSIBILITIES

- Provides overall leadership for the REB;
- Chair the CREB meetings and ensure CREB reviews are timely and conducted in accordance with the *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans (2018)* (TCPS 2 or The Policy), applicable provincial and federal regulations, Island Health policies and standard operating procedures, national and international guidelines;
- Conduct meetings in accordance with Standard Operating Procedures (SOPs), including the required quorum;
- Facilitates and monitors REB decisions for consistency and ensures these decisions are recorded accurately and communicated to Researchers in writing in a timely fashion;
- Work collegially with Research Ethics Office Personnel in the proportionate review of research ethics applications with a mandate to approve, reject, propose modifications to, or terminate any proposed or ongoing research via online database systems;
- Review researcher responses to request for modifications that arise from review of studies, amendments and renewals and approve if all CREB requirements are met satisfactorily;
- Review and respond to reports of serious adverse events and protocol deviations;
- Promote ethical conduct of research and provide guidance/education to researchers and the institution;
- Participate in occasional public education/outreach activities to raise awareness of research ethics;
- Participate in REB activities including education sessions;
- Recruit and appoint REB members from a wide variety of backgrounds as needed;
- Participate in committees or working groups that support regional, provincial or national initiatives for the improvement of research ethics;
- Participate in the Research Integrity Committee when required by Island Health's Research Integrity Policy.

QUALIFICATIONS

- MD, NP or MSc/PhD in a clinical research related field with previous research experience and demonstrated research skills
- Previous experience a research ethics board member is an asset
- Functional understanding of the Tri-Council Policy Statement 2 (TCPS2) and the rules, regulations and guidelines that govern the ethical conduct of research
- Demonstrated leadership skills and a positive, proactive and respectful approach to relationship management and problem solving with research stakeholder
- Excellent verbal and written communication skills
- Demonstrated facilitation skills for effective meeting management/leadership
- Competent computer skills

To apply, submit cover letter and CV by October 18, 2021 to

E. Sarah Bennett, Manager, Research Ethics & Compliance
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