Clinical Research/Trial Coordinator/ Manager

Overview

Clinical research coordinators/clinical trial managers are responsible for the development and modification of the research design as well as support and facilitate the administration and monitoring of clinical trials. Their work includes managing both qualitative and quantitative research projects usually in hospital settings. They are responsible for patient/healthcare provider recruitment for the research, collection of data, monitoring of the research process, completion of the research, analysis and interpretation as well as writing manuscript. Also, ensuring compliance with protocol and overall clinical objectives.

Preparing ethics application and ensuring practice of research ethics along the entire research process as well as communication with the ethics review board. Managing the research budget, ensuring the quality of the research are also expected from clinical research coordinators. They keep the communication between the principal investigator, stakeholders/clients and university/hospital/sponsors. They coordinate, organize, keep records, and monitor project plans, timeline and deliverables. Organizing knowledge translation activities including webinars and conference presentations are also their jobs.

To obtain this position, one may require an M.Sc. degree or equivalent and 2-5 years of experience in the field or in a related area. PhD maybe preferred sometime. Usually, it requires about 2-3 years of experience as research assistant or similar extent of experience in research settings. Knowledge of FDA regulatory requirements is required. Has knowledge of commonly used concepts, practices and procedures within a particular field. Ability to communicate with stakeholders from different field are required. Must be skilled on Microsoft Office. Often may require skills of certain software such as SPSS, NVivo, STATA, COVIDENCE, and databases such as REDCap, MS access etc. Tri-council ethic training and strong knowledge and experience with research ethics are required. Ability to supervise others as well as follow instructions from PI and supervisors are required. Typically reports to a supervisor or PI.

NOC Code	Health policy researchers, consultants and program officers (4165)
Alias Job Titles	Clinical research associate; Clinical research program manager; Clinical trials co-ordinator; Health policy research analyst; Health research officer; Health services research officer; Health services researcher;
Qualifications Required	1. Master's degree usually required 2. PhD might be preferred some time
Salary Range	Average hourly: $38.95; Range hourly: $21.05 - $55.59; Average yearly: $75,951; Range yearly: $41,048 - $108,406
Job Demand	Medium Employment outlook is good to fair in most provinces. More information are available here.
Growth opportunity	Depends on employment area i.e., government, pharmaceuticals, research management, or clinical research. However, each path likely to need more education and experience.
Years' Experience Required	2-5 years of related experience
Training Options (if available)	There are different certificate programs available in different institutes. However, majority of them are online, they teach basic clinical research skills, research ethics and they cannot guarantee jobs after completion. Program examples: Clinical Research Certificate Program at Michener Institute (Online, no practicum) Clinical Research Certificate at University of Toronto (On campus and practicum included) Clinical Trials Management at University of Waterloo (Diploma: online courses and practicum on campus; Certificate: online only, no practicum)

	Clinical Research, Drug Safety and Pharmacovigilance at Academy of Applied Pharmaceutical Sciences (AAPS) (Online and on campus, no practicum)
Personal Qualities	Excellent interpersonal and organizational skills; Excellent managing capacity and communication ability; multitasking skills; Leadership quality; team player; customer service skills; an ability to exercise judgment within established guidelines; open to learning and development; willing to accept new challenges and assignments; positive attitude; ability to work independently; analytical skills; report writing skills
Notes/Other Information	Certified Clinical Research Professionals (CCRP) certificate can be obtained by a successful application and by passing a CCRP examination. However, this is an optional certification.
Steps towards capacity building to become competitive for this job	Two possible ways: 1. Obtain Clinical Research Assistant position at first then grow from there. 2. Obtain an MSc. or PhD degree on Health Sciences/Community Health Sciences/Public Health (MPH)/Psychology then go for such position.