The Vulnerability, Trauma, Resilience and Culture Research Laboratory (V-TRaC) directed by Dr. Jude Mary Cénat is looking for a full-time research coordinator (35 hours/week). The V-TRaC is pursuing a research program with youth and adults. The V-TRaC Research Lab studies the impact of vulnerability, mental health disparities and trauma in relation to coping and resilience strategies. Our research aims to integrate clinical, developmental, individual, community, family, social and cultural factors in order to develop assessment, prevention and intervention tools that meet the real needs of individuals and communities.

Description of the main responsibilities:

The research coordinator will assist the principal investigator and co-investigators in the different activities of two projects focusing on Black Communities Mental Health in the National Capital Region (Ottawa/Gatineau) and Racial Disparities in Child Protection. Duties include, but are not limited to, the following activities:

- Manage the project activities schedule
- Coordinate data collection (calendar coordination, SPSS and qualitative database management)
- Management and supervision of research staff (research assistants, social mobilizers)
- Establish and maintain connections with partners and community organizations
- Support the creation of tools for promotion, awareness and knowledge transfer
- Assist researchers in writing applications for ethics approval
- Contribute to the administrative management of projects

Requirements

- Bachelor's or master's degree in psychology, social work, sociology or a related field;
- A minimum of one year of relevant research experience
- Fluency in French and English (spoken and written)
- Strong computer skills: MS Word, Power Point, Outlook and Excel
- Preferred qualifications: interpersonal skills, initiative, leadership, inventiveness, excellent teamwork skills, excellent organizational and responsibility skills, writing skills
- Experience in Qualtrics, SPSS, NVivo, an asset
- Experience in scientific writing, an asset

**Base annual salary:** $50,927

**Application Requirements**

- A cover letter
- Curriculum vitae

**Application deadline:** May 22, 2020

Applications must be submitted by email to:

Jude Mary Cénat, Ph.D.
School of Psychology
University of Ottawa
jcenat@uottawa.ca
cc to: vtrac@uottawa.ca
cc to: pnoor033@uottawa.ca