

## Job Offer – Part-Time Coordinator at the Research Chair on Gambling Research Lab Concordia University

<b>Position:</b> Coordinator for the Research Chair on Gambling	
<b>Salary:</b> In accordance with the current collective agreement	<b>Location:</b> 2070 Mackay, EN 315.00, Montreal, QC, H3G 2J1
<b>Starting Date:</b> February 2022	<b>Schedule:</b> Part-Time, 14 to 20 hours per week
<b>Posting Date:</b> November 24 <sup>th</sup> , 2021	<b>Closing Date:</b> January 17 <sup>th</sup> , 2022

**Chair Description:** The Chair's mission is to 1) develop gambling research in Quebec in order to better inform prevention strategies, 2) provide training opportunities for emerging researchers in the field of gambling studies, and 3) organize knowledge transfer activities in order to ensure information is shared with stakeholders across Quebec's health and social services networks.

**Job Description:** Planning and execution of various scholarly production activities, including; Scientific coordination of ongoing research projects and grant applications; Planning and organizing knowledge transfer activities under the supervision of the Chairholder; Coordination of activities and liaison with academic departments, researchers, and partners; Administration and management of daily activities of the Chair.

**Requirements:** Graduate degree in the social sciences or administration; Familiarity with academic research in a university setting; Excellent writing and editing skills; Communication and planning skills; Ability to delegate and work as part of a team; Bilingual oral and written communication skills (English and French); Coordination experience in a research setting; General knowledge of the research subject of the Chair is an asset.

**Application Instructions:**

Please send a cover letter and your curriculum vitae before **January 17<sup>th</sup>**, with "Coordinator" indicated in the subject line. Please address the e-mail to: Dr. Lesley Lambo: [lesley.lambo@concordia.ca](mailto:lesley.lambo@concordia.ca)