

JOB POSTINGJanuary 11th, 2016

We are currently seeking a Coordinator for the Research Chair on Gambling. 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 and development activities, including scientific coordination of ongoing research projects and writing 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
- Between 2 and 5 years of coordination experience in a research setting
- Bilingual oral and written communication skills (English and French)
- General knowledge of the research subject of the Chair is an asset

Starting date: March 2016**Salary:** In accordance with the current collective agreement

Please send your Curriculum Vitae to:

Dr. Sylvia Kairouz

lifestyle.lab@concordia.ca

Deadline: February 5th, 2016