



CCCTG
Canadian Critical Care
Trials Group

Executive Director of the Canadian Critical Care Trials Group

In collaboration with the Sunnybrook Research Institute (SRI)

Overview of position

As critical care health professionals, we care for patients who suffer the devastating consequences of life threatening diseases. As a community, we collaborate to undertake practice-changing research programs. As one of the world's top critical care research networks, we are seeking leadership for our nationwide community around a shared vision to support and nurture clinical research and improve the quality of care for patients and families.

The CCCTG Executive Director (classified as a Program Manager at Sunnybrook Research Institute), reporting to the network's Chair and Board of Directors holds major accountability for the overall implementation and execution of the Canadian Critical Care Trials Group's Vision and Strategic plan. The successful candidate will set implementation priorities and oversee the day-to-day operation of the network, involving a platform of research programs investigating critical illness including that caused by COVID-19. The successful candidate will engage our membership in collective goals including enhancing our investigator-led research programs, developing and nurturing core infrastructure and programs, enhancing our mentorship and training programs, developing approaches to engage our many stakeholders, and assisting in the maintenance of a strong business plan.

The successful candidate will play a critical role as a trusted collaborator for all members and will lend assistance to our scientific leadership in order to ensure that individual programs grow and learn from one another. The successful candidate, with the CCCTG will have a strong collaborative relationship with the Canadian Critical Care Translational Biology Group and the Canadian Critical Care Research Coordinator Group. The successful candidate will play a key role on the CCCTG Board of Directors.

Who is the Canadian Critical Care Trials Group?

For more than three decades, the CCCTG with its 300 members across over 60 adult and pediatric ICUs, has led the world in conducting high quality collaborative research into the management of the most severely ill patients, including those with COVID-19. We have conducted multiple clinical trials that have changed clinical practice, published more than 350 scientific papers which have contributed to saving and improving thousands of lives, and been leaders in promoting global research collaboration. Our members come from across Canada, and include doctors, nurses, pharmacists, physiotherapists, nutritionists and patient representatives. We not only have created a uniquely collegial and productive research collaboration within Canada, but also have garnered the respect of colleagues around the world who have embraced a model of clinician-investigator-led research collaboration.

Our Vision: Together, advancing the care of our sickest patients through excellent research

To Fulfill our Mandate We:

- Foster and conduct excellent, innovative research with high clinical impact
- Translate research knowledge into practice and policy
- Provide international leadership and collaboration in critical care research
- Mentor current investigators and the next generation of leaders in critical care research
- Provide informed, authentic leadership for equity, diversity, and inclusion

Our Core Values include:

- **Excellence** - We strive to develop and conduct the highest quality, rigorous research
- **Patient-centred** - We aim to engage patients and their families to enhance the relevance and impact of our research
- **Integrity** - We place integrity at the core of our research and relationships
- **Innovation** - We promote critical inquiry and support implementable ideas which provide value and evidence to advance critical care
- **Collaboration** - We promote a respectful and collegial environment which fosters constructive and supportive relationships for researchers across the health professions and throughout their scientific careers

Candidate Profile

The CCCTG is seeking a dynamic leader with the management skills, energy, and collaborative nature to effectively develop and manage the implementation of a revised vision and strategic plan. Working with critical care researchers and clinicians, the successful candidate will use their influence and judgement to work closely with the Chair and Board of Directors of the CCCTG to engage a wide array of health professionals and stakeholders in a common vision and refresh our strategic plan.

Key Responsibilities and Accountabilities:

Provide day-to-day oversight of a small team of professionals who will assist in implementing our vision for the future. She/he/they provides leadership and direction to a team that will implement our strategic plan.

1. Oversee day-to-day network collaboration for our dozens of active research programs focused on critical illness, and currently COVID-19.
2. Evolve our communication strategy including goals and deliverables for internal and external stakeholders.
3. Strengthen partnerships with local institutions and provincial and national governments and agencies.
4. Develop strategies to better engage patients and decision makers.
5. Develop and follow a dynamic business plan and work with a sustainable network governance model.

6. Support activities to develop national platforms such as capturing minimum patient data from all centres, strengthen working relationships with methods centres as well as adopt common standards for running all projects and programs.
7. Improve processes and support mechanisms for project development and peer review including our meeting format.
8. Secure funds for core network resources such as coordination, common platforms and programs.
9. Strengthen centre-specific monitoring and accountability processes.
10. Nurture mentorship and educational programs for Faculty, coordinators and trainees.
11. Assist in the development of key network success factors and indicators.
12. Implement network monitoring strategies.
13. Maintain up to date records on CCCTG research programs, and regular communications with program leads.
14. Coordinate organization of thrice yearly CCCTG meetings.
15. Maintain strong relationships with the Canadian Critical Care Translational Biology Group and the Canadian Critical Care Research Coordinator Group.
16. Establish regular communications with similar groups around the world.
17. Prepare an annual report summarizing CCCTG activities.
18. Assist with the initiation of new CCCTG member sites.

Essential Qualifications

Education

- Masters degree or higher in a relevant discipline (e.g. business, public or health administration, health research) OR an acceptable combination of education, training and experience.

Experience

- Leading and implementing strategic and operational plans.
- Developing infrastructure and standard operating procedures.
- Experience managing human, financial, material resources and in performance management.
- Developing and implementing a communications strategy and communications products and tools incorporating social media.

Asset Qualifications

- Experience working within the health research environment.
- Experience leading the conceptualization, development, and implementation of citizen engagement and community policies, frameworks, strategies, tactics and approaches.

Skills

- Proven leadership qualities.

- Strong relationship management skills (e.g. interpersonal, communication - written and presentation).
- Demonstrated effectiveness in project management including work planning, monitoring and evaluation expertise.
- Ability to effectively manage multiple and often conflicting priorities and diverging opinions.
- Strong critical appraisal and analytic skills.
- Organizational and social awareness.
- Strong negotiation skills, ability to understand different perspectives and seek mutually beneficial solutions.

Language

Fluency in both written and spoken English and French is an asset.

Conditions of Employment

References and security check are required prior to employment.

Salary and Benefits:

This is a temporary full-time, grant funded, 3-year term, (with the possibility of an extension), position. Salary will be commensurate with experience and qualifications.

Information Notes

1. Your cover letter must clearly express the basis of your professional and personal interest in the position. It should also provide concrete and detailed examples that clearly demonstrate how you meet the education and experience criteria listed under the Essential Qualifications.
2. Application may be sent in either official languages.
3. Send your application via e-mail to: rob.fowler@sunnybrook.ca by December 1 2020
4. Acknowledgement of receipt of applications will not be sent; we would like to thank all candidates who apply. Only those selected for an interview will be contacted.
5. An interview will be held as part of the selection process. A second interview may be conducted with short-listed candidates.
6. The CCCTG is committed to the values and principles of employment equity. If contacted in relation to a job opportunity or testing, please inform us of accommodations (i.e., an alternative method of assessment, a technical aid, accessibility requirements, etc.) required at any stage of the assessment process, so that we can take the appropriate measures to facilitate your full participation.
7. Geographic relocation is not a necessity for those who are interested in this position.

This position is a collaboration between the Sunnybrook Research Institute (SRI) and the Canadian Critical Care Trials Group (CCCTG). SRI is the paymaster.

About Sunnybrook Research Institute: SRI is an independent organization wholly owned by Sunnybrook Health Sciences Centre, one of Canada's leading academic health sciences centres. SRI is the research enterprise for the hospital corporation and is fully affiliated with the University of Toronto. SRI has three research platforms: Biological Sciences, Evaluative Clinical Sciences and Physical Sciences, each of which functions similarly to a university department under the leadership of a cognate director. The institute supports \$100 million of annual research activities within approximately 250,000 square feet of state-of-the-art research space located at the Bayview campus of Sunnybrook.

Sunnybrook Research Institute is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). If you require accommodation for disability during any stage of the recruitment process, please indicate this in your cover letter.

Sunnybrook Research Institute is strongly committed to inclusion and diversity within its community and welcomes all applicants including but not limited to: visible minorities, all religions and ethnicities, persons with disabilities, LGBTQ2+ persons, and all others who may contribute to the further diversification of ideas.

In addition, the incumbent is expected to:

Work within the larger context of Sunnybrook Health Sciences Centre (SHSC) and observe Hospital and department rules and regulations, policies, procedures, practices, safety procedures and current legislation, in particular the Human Rights Code regarding discrimination and harassment.

Ensure confidentiality of patient, employee, student and Hospital information at all times.

Work cooperatively and constructively with the other members of SRI/SHSC staff.

Perform the above functions in a manner, which reflects the Hospital philosophy and mission of service, while promoting and maintaining good public relations with patients, visitors and Hospital staff.

We thank you in advance for your interest. Only those candidates selected for an interview will be contacted. No phone calls please.