

## **Alberta Health Services (AHS) and the Health Sciences Association of Alberta (HSAA)**

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Research II**

### **Job Summary:**

The Research II is responsible for a variety of responsibilities associated with coordinating research activities and/or research studies including but not limited to, conducting evaluability assessments; designing measures and measurement procedures; interpreting results and developing recommendations; and communicating results to the Principal Investigator.

Work at the Research II level is differentiated from work at the Research I level by the addition of coordinating and planning research studies, and the establishment of methodologies to aid the research process.

### **Key Responsibilities and Typical Duties:**

In addition to participating in overseeing the duties performed by the Research I, the Research II:

#### **Core Duties**

- Assists Principal Investigator with research activity and/or research study design.
- Develops research methods including designing collection methods and measurement procedures for data.
- Defines issues and establishes methodologies to analyze research data across various systems to develop recommendations and inform decisions.
- Oversees the collection, cleaning and analysis of data to determine outcomes, identify trends, determine gaps, and draw conclusions.
- Tracks, monitors and verifies all data captured and/or stored with regards to quality and makes recommendations for improvement as required.
- Writes and revises research study protocols in coordination with the Principal Investigator.
- Monitors and reports research study milestones and ensures alignment with study goals and objectives.
- Provides statistical reporting and interpretation of data.

#### **Other Related Duties**

- Coordinates study approvals.
- Contributes to grant submissions, reports, and budgeting for research studies.
- Conducts literature reviews and environmental scans.
- May participate in Project Committees and Task Groups.

- Provides input into policy and procedure development and communicates standards to research team.

### **Leadership**

- Provides day-to-day oversight on research activities and/or research studies; including delegating or coordinating assignments of the research team.
- Assists with orientation and mentorship of new staff and volunteers as required.
- May provide consultation to other professionals regarding existing and future resource requirements related to the study.

### **Decision-Making**

- Develops data collection processes that may involve existing data or collection of new information.
- Selects appropriate methods for data collection (quantitative and qualitative), and supports evaluation, data management and reporting processes.
- Works with clients to ensure that data collected and reported on meets information requirements.
- Makes recommendations regarding service outcomes based on evaluations.
- Liaises between internal and external stakeholders to address and resolve issues.

### **Knowledge:**

#### **Education**

- Master's degree in a health or science-related field or equivalent combination of education and experience.

#### **Registration Requirements**

- Current registration with the applicable professional association or college as required.

### **Working Conditions:**

#### **Physical Demands**

- Required to sit or stand for extended periods of time.
- Regularly required to perform repetitive tasks and motions.

#### **Work Environment**

- Standard office environment.
- May be required to travel in all-weather/road conditions.