December 23, 2022

**Position Description**: Clinical Research Coordinator (CRC)

**Position Summary**: Practices under the direction and supervision of scientists and physicians to perform delegated tasks for patients participating in clinical research trials. Demonstrates knowledge and skills to appropriately and effectively communicate and interact with patients, families, and visitors of all age groups maintaining cultural sensitivity and confidentiality. Works in accordance with facility policies and procedures, state and federal regulations, and laws. Demonstrates behaviors to include a code of conduct fundamental in daily interactions with patients, families, co-workers, and physicians.

**Type of Position**: Full-Time Salaried

**Salary Range**: $65,000-95,000 (based on experience) + Benefits

**Requirements**: Associates degree (R.N. minimum), with a minimum of 1-year of experience in an Intensive Care Unit (ICU) setting. Clinical research experience recommended.

* Must be willing to participate in the on-call schedule
* Analytical mindset with attention to detail
* Exceptional interpersonal skills, with outstanding written and verbal communication
* Excellent organizational skills
* Willingness to continually self-educate

The CRC will demonstrate the following:

* Collaboratively works with scientists, physicians, and staff to conduct clinical trials (FDA and non-FDA, industry-sponsored, federally sponsored)
* Perform, as needed, physician and staff in-services concerning the research study
* Effectively communicates any necessary information to team members
* Safely handles and processes research subject laboratory specimens and/or supplies
* Review records of research patients and documents protocol variables
* Oversees and leads research protocols and trials
* Phlebotomy to collect blood samples for research
* Answering questions related to the clinical trial to research subjects and their Legally Authorized Representatives (LAR), and obtaining informed consent from patients for the clinical trial
* Collecting and coding obtained from research
* Assist with monitoring visits from regulatory agencies and funding sponsors
* Collecting assessments pertaining to research protocols (i.e., administering questionnaires, collect weight, assess wounds, etc.)
* Monitoring research participants to ensure adherence to study rules
* Maintaining detailed records of studies as per FDA guidelines (such as drug dispensation)
* Ensuring that the necessary supplies and equipment for a study are in stock and usable
* Practices consistent hand hygiene, uses personal protective equipment (PPE), and complies with Isolation precautions
* Adhering to research regulatory and ethical standards
* Up to date on immunizations, including COVID-19, and Basic Life Support training
* Other duties as assigned by the Director of Research, the Medical Director, the Lead Clinical Research Coordinator, and Principal Investigators

**To Apply**: Email Linda Sousse, PhD, with your vitae or resume [Linda.Sousse@ecmo-institute.com]