Joint Research Ethics Board Chair

Background
In partnership, Grandview Kids, Ontario Shores Centre for Mental Health Sciences and Abilities Centre are seeking a Joint Research Ethics Board (REB) Chair. The Joint REB Chair is a contracted position for a period of two (2) years, with additional one-year renewal options.

Note: The successful applicant will invoice for services and are not considered an employee of any of the three partner organizations.

Grandview Kids, Durham Region's Children's Treatment Centre, is an independently operated organization that provides specialized programs, outpatient clinical treatment and support to thousands of children and youth with physical, communication and developmental needs and their families. Grandview Kids assesses, diagnoses, prescribes and provides clinical treatment, provides access to specialists and support to families, builds capacity in the community through information and knowledge exchange, and participates in research activities.

Ontario Shores is a public hospital that provides a spectrum of specialized assessment and treatment services to those living with complex and serious mental illnesses. Exemplary patient care is delivered through safe and evidence-based approaches where successful outcomes are achieved using best clinical practices, and the latest advances in research. Patients benefit from a recovery-oriented environment of care built on compassion, inspiration and hope. Hospital staff are committed to providing excellent patient care, ongoing learning and maintain a safe, respectful and positive environment.

Abilities Centre is a state-of-the-art facility in Whitby, Ontario, dedicated to enhancing the quality of life for people of all ages and abilities. Through innovative programs in health and fitness, arts and culture, sport and recreation, and life skills development, the Centre fosters inclusivity and empowers individuals to achieve their full potential. The mission is to reimagine accessibility and redefine the way Canadians live, work, and play. For more information about Abilities Centre and its programs, please visit abilitiescentre.org.

These partners are now accepting applications for the position of:

Joint Research Ethics Board (JREB) Chair

Position overview:

- Compensation: A fixed stipend of $2,250 per month
- Estimated time commitment: Up to 15 hours Approximately 10 hours per week, depending on the responsibilities and requirements of the role
- Temporary Part-Time
- January 2027 – January 2029
- Work Location: Primarily remote with occasional in person attendance at Grandview Kids Ajax location (1461 Harwood Ave North Ajax, ON L1T 4T9)

Specific activities:

- Review Joint REB submissions and oversee processes supporting ethical review and regulatory compliance (i.e. clinical trials, N2 Canada policies, Food and Drug Administration).
- Chair at least six full Joint REB meetings annually and delegate review responsibilities, as appropriate.
- Ensure timely reviews that comply with the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans (TCPS 2), the International Council for Harmonisation's Good Clinical Practice guideline (ICH-GCP), regulations and organizational policies.
- Attend biweekly meetings with the Joint REB Secretariat and Coordinator and collaborate with these members to manage submissions, meetings and researcher inquiries.
- Develop and maintain Joint REB policies, procedures, templates and guidelines, drawing on clinical trial expertise and experience to ensure the appropriate, effective and responsive needs of the research community.
- Ensure ongoing training and professional development for Joint REB members.
- Lead Joint REB member development and succession planning, including coaching and mentoring future Chairs.
- Ensure the Joint REB meets the objectives of the Terms of Reference.
- Prepare the annual Joint REB report and presentations for organizational leadership and Boards for all partners.
- Provide advice and guidance to researchers, partners and organizational leaders on research ethics matters.
- Communicate with partner organizations regarding Joint REB priorities, trends, needs and service delivery.
- Represent the Joint REB in relevant organizational activities, including committees, interview panels and Grand Rounds.
- Authorize letters and communications relevant to the Joint REB Office.
- Support research and grant development opportunities across partner organizations.

- Build and strengthen relationships with other mental health, health care and community partner REBs.

Qualifications:

- MD or MSc/PhD in a health research related field, with relevant research experience and demonstrated expertise in health research.
- Working knowledge of the Tri-Council Policy Statement 2 (TCPS 2) and applicable regulations, standards and guidelines governing the ethical conduct of research.
- Demonstrated leadership skills, with a collaborative, proactive and respectful approach to relationship management and problem solving.
- Excellent verbal and written communication skills.
- Strong facilitation and meeting leadership skills.
- Proficiency with computer applications and technology.
- Previous experience serving as a research ethics board (REB) member is an asset.
- Experience reviewing clinical trial research is an asset.

How to apply

Please submit your resume clearly stating JREB Chair to jreb@grandviewkids.ca by 5:00 PM on November 27, 2026.

Please address your correspondence to:

Shantel Mangroo, Program Manager – Research and Innovation
Grandview Kids
1461 Harwood Ave N.
Ajax, ON, L1T 0R3

Our commitment to belonging

Grandview Kids aims to be deliberate in our consideration of diversity, defined as differences in race, colour, place of origin, religion, immigrant and newcomer status, ethnic origin, ability, sex, sexual orientation, gender identity, gender expression, and age. Recognizing and valuing diversity and equity must be accompanied by concerted efforts to ensure the inclusion of diverse and underrepresented populations, meaning that individuals must be and feel valued, respected, and equally supported. We invite applicants in the above defined areas to apply.

Grandview Kids is committed to complying with all applicable standards as set out in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). If you have accessibility needs and require alternate formats or other accommodations throughout this process, please contact Human Resources.

Land acknowledgement

The lands, waters, nature and sky that Grandview Kids is privileged to exist within have long been home to the Michi Saagiig Anishinaabeg. We acknowledge the lands of the traditional and treaty territories covered under the Williams Treaties, including the Mississaugas of Scugog Island First Nation, Alderville First Nation, Hiawatha First Nation, Curve Lake First Nation and the Chippewa Nation of Georgina Island, Beausoleil and Rama. We are responsible for building stronger relationships with clients, caregivers, partners and colleagues from First Nations, Métis and Inuit communities. Through our shared values of belonging, excellence, connection discovery and celebration, Grandview Kids commits to seeking truth and upholding reconciliation.

We thank all applicants. Only those selected for an interview will be contacted.