



Health Sciences North  
Research Institute

Institut de recherches  
d'Horizon Santé-Nord

## *ICES NORTH LEAD ANALYST*

### **About HSNRI**

Health Sciences North Research Institute (HSNRI) was established in 2011 as an independent not-for-profit corporation. Designed to bring together researchers, clinicians, regional partners and industry, HSNRI is the affiliated research institute of Health Sciences North (HSN).

### **About ICES North**

HSNRI is the host institution for the Institute for Clinical Evaluative Sciences (ICES) Northern data access and analysis facility, ICES North. ICES North is a collaboration between ICES, HSNRI, Laurentian University and the Northern Ontario School of Medicine.

### **Position Summary**

This regular, full-time position, will be responsible for the supervision of all ICES North research and analysis staff, including recruitment, training, mentorship and management. S/he is also responsible for reviewing grant proposals and providing input on methodology and analyst resource budgets, pursuant to the ICES grant review process. The Lead Analyst contributes expertise to projects, the ICES knowledge base and standards of practice in matters related to data, analysis and research methodology, as well as practice issues specific to ICES North. This position is physically located at ICES North and reports to the ICES North Site Director. The Lead Analyst is also accountable to the ICES Director, Research & Analysis.

### **Key Responsibilities**

- Accountable for ensuring projects are conducted efficiently and according to policies and standards.
- Work with principal investigators, scientists and research staff to develop data set creation plans (DCPs), analysis plans and SAS programs to extract, link, analyze and report on data from existing ICES data holdings pursuant to DCPs and following ICES standards and guidelines.
- Carry out statistical analysis on developed study cohorts pursuant to specifications of project analysis plans. Prepare and review analytic output, interpret results and contribute to manuscripts and other deliverables.
- Review direct report DCPs and oversee development of SAS programs. Provide guidance to other research staff and students regarding analytic methodologies as required.
- Make recommendations to the ICES North Site Director to assess and plan research and analysis resource needs at the site. Develop estimates of time and resources for various projects. Review Time and Resource Information Management (TRIM) reports regularly to ensure appropriate allocation and productivity of direct reports.
- Enforce ICES standards regarding DCPs, coding, documentation, project closure and other standards and practices.
- Contribute towards developing, documenting and sharing a body of knowledge about ICES datasets, their use and research methodology. Take the lead in developing macros and templates, and addressing data issues. Contribute towards educational activities relevant to ICES and ICES North research and analysis staff.

- Develop and update ICES standards, guidelines and other policies and procedures as required, in collaboration with ICES Director, Research and Analysis, Methodologists, and other Leads.
- Fulfill general project responsibilities and participate in other special projects as needed.
- Act as a liaison to outside researchers ensuring an exchange of information and results to foster collaborative research efforts.

## **Qualifications & Requirements**

- Master's degree in quantitative discipline such as biostatistics, epidemiology or health services research, or related field.
- A minimum of 5 years of related work experience.
- Comprehensive understanding of the use of administrative data in health services research; expertise in using ICES data holdings is an asset;
- Superior SAS programming skills including complex data linkage, SQL and macro writing;
- Understanding of biostatistical analytic techniques as applied to health services research;
- Good understanding of the concepts and policy implications of health services research.
- Excellent interpersonal and oral and written communication skills;
- Demonstrated initiative and decision-making abilities; demonstrated ability to problem solve and function independently;
- Ability to meet ongoing deadlines with competing demands, and to work to resolve conflict; excellent project management skills, with the ability to prioritize workload and manage multiple projects within tight timelines;
- Ability to work collaboratively in a team environment with minimum supervision.

## **Other**

- May be required to work overtime and/or flex hours.
- Attendance and contribution toward meetings with ICES staff in Toronto and other provinces may be necessary.
- Dependent upon experience, the incumbent may require additional training – a large portion of such training will be conducted off-site in Toronto, requiring travel and rotating secondment to ICES Central, for up to one year.

## **How to Apply**

Interested parties are encouraged to apply online at:

<https://hsnri.bamboohr.co.uk/jobs/>

**THIS POSTING WILL REMAIN OPEN UNTIL FILLED.**

*Please note that only those candidates selected for interview will be contacted.*