



## **Position Title: INSPiRE-PHC Co-Lead**

**Commitment:** .06FTE (9 hours/month)

**Location:** Ontario (Majority of work is done remotely)

We are pleased to announce a search for a new Co-Lead for INSPiRE-PHC.

Innovations Strengthening Primary health Care Through Research (INSPiRE-PHC) is a network of primary care researchers, stakeholders and knowledge users in Ontario. We are a leader in primary care research, providing data support and expertise for health policy in Ontario.

In taking the role of INSPiRE-PHC Co-Lead, the successful candidate will have the opportunity to work with Dr. Richard Glazier to lead INSPiRE-PHC's research network and portfolio of studies of INSPiRE-PHC Co-Lead involves partnerships and relationship-building with the provincial government, academic institutions, national and provincial research organizations, professional partner organizations and primary care communities. The successful candidate will work closely with INSPiRE-PHC's Management and Executive Committees.

The ideal individual will:

- Hold an academic appointment in Family Medicine or any of the allied health professions active in primary care. This includes Pharmacy, Rehabilitation Sciences, Nursing, Social Work, Mental Health and Addictions, and Dietician in a university department in Ontario.
- Be an accomplished researcher and strong methodologist, with a successful track record of providing research leadership, vision, and strategic direction. ICES Scientist status is not required but considered an asset.
- Primary care clinical experience is not required but considered an asset.
- Have a proven track record of research productivity (demonstrated through peer-reviewed publications, presentations, and other publications and outputs).
- Demonstrate success with obtaining external and competitive research funding. Business competencies, such as financial management and strategic financial planning, and engagement with varied stakeholders (e.g., government, industry, and fundraisers) are assets. Experience working with policy makers is required.
- Have experience in facilitating innovative research or quality improvement (QI) in family medicine and primary care. Expertise and experience in primary care health administrative and electronic medical record data.



- Be a team-builder and collaborator across sectors with diverse groups. Expertise and experience in developing, managing, analyzing, or disseminating primary care research initiatives are assets. Familiarity with system integrated care delivery to patients is an asset.
- Possess excellent communication, organizational, and team-building skills, with a proven ability to work well with others and a strong commitment to students and faculty.

**Duties, Roles and Responsibilities:** The position involves both leadership and operational responsibilities, requiring coordination with various committees and management teams within INSPIRE-PHC, POPLAR, and the Ministry of Health. The time commitment referenced does not include research time on INSPIRE related research projects. Leadership/co-leadership of projects is usually done by INSPIRE co-leads. The incumbent will:

- Lead or co-lead key projects that focus on core INSPIRE deliverables.
- Continue to develop and foster relationships with government partners, stakeholders, patient partners, and other primary care funding agencies.
- Collaborations and partnerships include but are not limited to: Ministry of Health, Ontario Health, ICES, Queens's (REB, Legal), Ontario SPOR Support Unit (OSSU), Ontario Health Teams (OHTs).
- Manage INSPIRE-PHC funding and oversee INSPIRE-PHC activities including Applied Health Research Question (AHRQ) program application adjudication and co-chairing the annual Trillium Primary Health Care Research Day.
- Collaborate closely with the INSPIRE-PHC Director of Research Operations, who handles day-to-day management.
- Act as a liaison between the INSPIRE-PHC Management Committee and the INSPIRE-PHC Director of Research Operations to ensure directives and resolutions are implemented.
- Approve reports, briefs, and other documents relevant to the operations of INSPIRE.

### **Support**

- The INSPIRE-PHC Co-Lead will provide oversight and guidance with the POPLAR Lead in the management of POPLAR activities.
- The INSPIRE-PHC Co-Lead will be supported by the INSPIRE-PHC Management Committee and subcommittees.
- The immediate past INSPIRE-PHC Co-Lead will support the incoming INSPIRE-PHC Co-Lead in an advisory role, during a transition period lasting no longer than a year.
- INSPIRE-PHC also has management and administrative support to assist the Lead with network activities.



## **Meetings**

- Attend the INSPIRE-PHC Management Committee which meets bi-annually (one virtual, 1 in person meeting).
- Attend and participate in monthly INSPIRE Leads meeting with the Director of Research Operations and Research Program Manager.
- Attend and participate in INSPIRE-PHC's monthly Research Rounds.
- Attend and participate in POPLAR Steering, stakeholder, and management meetings.
- Attend monthly attachment and Human Health Resource research meetings.
- Attend and participate in other committee and external stakeholder meetings as required.

## **Term, Renewal & Remuneration:**

- The initial term for the INSPIRE-PHC Co-Lead is three years (2025-2028).
- Renewal for an additional three years is contingent on a favorable review.
- This position is unpaid.

## **Equity, Diversity, Inclusion, Indigeneity, Accessibility and Fairness**

All INSPIRE-PHC Networks are strongly committed to diversity, equity, and inclusion within their communities and especially welcome applications from all equity deserving groups Lived Experience Statement

Candidates who are members of Indigenous, Black, racialized, and 2SLGBTQ+ communities, persons with disabilities, and other equity deserving groups are encouraged to apply, and their lived experience shall be taken into consideration as applicable to the posted position. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

**To apply please submit the following by January 23, 2026:**

**Attention: Director-Research Operations-Eliot Frymire [info@inspire-phc.org](mailto:info@inspire-phc.org)**

- **1 page cover letter outlining experience relevant to this position,**
- **Current curriculum vitae**
- **Letter of support from current employer/direct report.**