**Employer:** University of British Columbia  
**Location:** Centre for Comparative Medicine  
**Job Type:** Project Coordinator

**Job Description**

Are you an experienced Registered Veterinary Technologist (RVT) looking for a new challenge in your career? Do you enjoy working in a team environment and taking on unique challenges? Animal Care Services (ACS) at the University of British Columbia (UBC) has an opening for a full-time, permanent, Project Coordinator. You will work with the Project Manager and the Veterinary Services team to facilitate the successful completion of a variety of research projects. The staff of ACS are a fun team of people who believe that we can improve the welfare of research animals, while supporting ground-breaking medical research, enhancing the lives of people and animals around the world.

Animal Care Services (ACS) provides services in support of the UBC Animal Care and Use Program including research support, veterinary services, compliance, training, procurement, animal housing, technical services and administrative support. As the Project Coordinator, you will be responsible for the daily organization of a vast variety of small and large animal research projects spanning across three facilities. You will coordinate the daily tasks of a team of Registered Veterinary Technologists and work closely with investigators as they develop and run their studies. This includes the development of Animal Care and Use protocols, where you will need to use your technical knowledge to help write and develop studies, ensuring that CCAC and UBC guidelines are followed. You will provide support to the Project Manager with budgeting and contract management as well as in the oversight of Good Laboratory Practice standards. Your RVT technical skills will be useful in providing support to the team and assisting in the development of novel procedures.

As a valued UBC employee, you will have access to all of the amazing benefits the University has to offer. These include approximately $500/year personal CE budget, 12 CE credits/year for UBC courses, paid sick days, monthly pension contributions, benefits including dental, vision, health and life, and paid vacation.

This position provides an excellent opportunity for an experienced RVT who is looking for a new challenge and a chance to progress their career. Named as one of B.C.’s Top Employers for 2019, UBC is an industry leader in offering an exceptional place to work – come find out for yourself!

**Prerequisites/Education**

RVT strongly preferred. Project Management designation or experience strongly preferred. Experience working in pre-clinical research preferred. The ability to work in a team environment is essential as this role requires strong communication skills to facilitate daily operations. The ability to deal with competing priorities in an effective manner is essential as well as having robust organization skills. See full job descriptions for more details.

**Starting Date:**  ASAP  
**Wage:**  See full job description  
**Company Info:**Centre for Comparative Medicine | Animal Care Services | The University of British Columbia | Vancouver Campus

**Apply for the Project Coordinator Position:** http://www.hr.ubc.ca/jobs/staff.php?job\_id=33416