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## Recruitment of Research Ethics Board Members for TBRHSC

TBRHSC is currently recruiting volunteers to serve on the Research Ethics Board (REB). We are looking for **three new alternate research board members**;

1. **One member who is knowledgeable in relevant laws and willing to review proposed research projects to identify legal issues related to research protocols and their implications, especially those related to health and privacy law;**
2. **One member knowledgeable in relevant research disciplines, fields and methodologies in areas of research covered by the TBRHSC REB;**
3. **One Indigenous community member not affiliated with Thunder Bay Regional Health Sciences Centre and able to provide input regarding your knowledge about the Indigenous community of Thunder Bay and discuss issues and research from this perspective.**

Although the alternate member is welcome to attend all REB meetings and may be asked to participate as a primary reviewer on specific studies, their primary responsibility is to provide coverage when the regular REB member is not available to perform reviews or attend meetings.

If you are interested in more information about this opportunity, please e-mail your cover letter and resume to Carol Pelletier, Research Ethics Officer at TBRHSC.REO@tbh.net **by November 25<sup>th</sup>, 2022.** Please indicate which position you are applying for in your email.

Selected applicants will be contacted for an interview, with the final decision being made by the Thunder Bay Regional Health Sciences Centre Board of Directors Chair.

Below is a summary of time commitments for REB members:

Time Commitments			
Responsibility	Details	Time Commitment	Frequency
Attend monthly board meetings	<ul style="list-style-type: none"> <li>■ Meetings are held 12:00pm to 2:00pm (depending on the number of submissions received)</li> <li>■ Meeting Agenda is sent out one week prior to the scheduled meeting</li> </ul>	Up to 2 hours	4th Monday of every month (Jan-Jun, Sep-Dec)
Review studies selected for full board review in advance of the board meeting	<ul style="list-style-type: none"> <li>■ On average, 2 studies reviewed by the REB per month</li> <li>■ The most appropriate REB member is assigned as the primary reviewer</li> <li>■ Primary reviewer: completes a primary reviewer form and briefly presents at the meeting</li> <li>■ Any member not assigned as a primary reviewer: contributes to the initial review and discussions at the meeting</li> </ul>	As primary reviewer: Up to 1 hour per study	Monthly (Jan-Jun, Sep-Dec)
		As non-primary reviewer: Up to 30 min per study	Monthly (Jan-Jun, Sep-Dec)

Review studies selected for delegated review throughout the month if selected.	<ul style="list-style-type: none"> <li>■ On average, 7 studies reviewed by the REB per month</li> <li>■ If selected as a reviewer, material may be received throughout the month.</li> <li>■ All board members are expected to be readily accessible and provide responses within 5 business days</li> </ul>	Up to 1 hour per study	Monthly (Jan-Dec)
Complete REB member orientation	■ REB Member Orientation Session	Up to 1 hour	Once
	■ ICH GCP CITI training and TCPS2	Up to 4 hours unless training already complete	Once

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