



Virtual Research Co-ordinator

Position Description

Come and be involved with an innovative and disruptive digital health research organisation.

[Opyl](#) is a new generation company that provides leading research and health organisations access to emerging AI-assisted technologies and professional guidance to understand and improve healthcare design, development and delivery. Our aim is to make clinical trials and studies more accessible to people, using our global recruitment platform [Opin](#), helping researchers find answers to improve health outcomes now, and for the future.

POSITION TITLE:	Virtual Research Co-ordinator
ORGANISATION:	Opyl Ltd
AGREEMENT:	Contract or Permanent Casual
QUALIFICATION:	Tertiary qualification in life sciences, health or equivalent clinical experience
REPORTS TO:	Head of Services and Chief Executive Officer
HOURS:	Part-time / negotiable
DIRECT REPORTS:	Nil
SALARY	\$45/hr (depending on experience)
LOCATION:	Work from home (within Australia) – requires phone and internet connection

The role

The Virtual Research Co-ordinator will join a team of co-ordinators who conduct screening of potential research participants across a range of clinical research studies and trials.

The role will be working within the Opin services team and involve direct communication with people who are interested in participating in research studies and trials (across all health and therapeutic areas). The role will help determine people's eligibility to take part in the study or trial, be it patients, carers or other, and will operate in accordance with approved study protocols and requirements and to the Opin code of conduct.

The role will help deliver clinical research recruitment projects and will involve engagement predominantly with participants but may include engagement with clients and partners including researchers, clinicians, research units, sponsors, clinical research organisations and internal Opin and Opyl team members.



About you

- Tertiary qualification in life sciences or health or equivalent clinical experience
- Preferably relevant clinical or research-focussed experience and skills, in particular research recruitment activities
- Excellent communication skills (verbal and written), advanced experience with health and medical terminology, and with proven ability to connect with people from different backgrounds e.g., patients and carers and from different settings and levels of health literacy
- Demonstrable social and cultural intelligence, as well as experience working with people from cultural and linguistically diverse backgrounds
- Experience and confidence working independently and as a member of different research projects
- Strong computer skills with experience of data documentation and management, maintaining health data security and confidentiality at all times
- Working rights to be employed and eligible to work within Australia

Desirable skills and experience

- Experience working within a clinical, or research role or setting
- Previous experience working as a clinical research coordinator
- Training in ICH Good Clinical Practice guidelines

To apply

To be considered for this position, please apply online by submitting your CV and a short (2-page maximum) cover letter that demonstrates how you meet the following selection criteria to info@opyl.ai.

Specific Role Enquiries: nicola@opyl.ai

Applications ongoing.