SICOT Research and Innovation Academy

Job Advertisement: Research Coordinator (Part-Time)

The SICOT Research and Innovation Academy is seeking a dynamic and skilled Research Coordinator to support its expanding global research activities. This is a part-time position with a clear path to transition into a full-time role, contingent upon performance and funding growth.

Key Responsibilities Include:

- Coordinating multi-centre, multi-national research projects
- Supporting research grant calls, compliance, and reporting
- Assisting with award processes and publication pipelines
- Planning and executing educational activities (webinars, symposia, etc.)
- Liaising with global stakeholders including committees, task forces, and industry partners
- Monitoring performance metrics and preparing strategic reports

Ideal Candidate Profile:

- Experience in academic research coordination, grant administration, or project management
- Familiarity with ethical guidelines, IRB processes, and global research standards
- Excellent organizational, communication, and time-management skills
- Ability to work independently and remotely in a fast-paced, international environment

Why Join Us?

- Be part of a prestigious global network, driving impactful trauma and orthopaedic research
- Flexible, remote working arrangements
- Opportunity to shape and scale a strategic function within a rapidly growing academic academy
- Clear progression pathway to a full-time leadership role

Application Details

Application Deadline: 31 August 2025

To Apply: Please send your CV and a short cover letter outlining your relevant experience to hq@sicot.org