

# COMMUNITY MEMBER OPPORTUNITY RESEARCH ETHICS BOARD

## COMMUNITY MEMBERS NEEDED

Are you interested in a volunteer opportunity? Lakehead University's Research Ethics Board is accepting expressions of interest for those who wish to serve as Community Members. Lakehead is committed to creating a diverse and inclusive environment and welcomes applications from women, racialized persons, Indigenous people, persons with disabilities and other equity-seeking groups.

## WHAT IS THE RESEARCH ETHICS BOARD?

Lakehead University's Research Ethics Board consists of faculty members with expertise in the relevant research disciplines and methodologies, community members with no affiliation with the university, and members knowledgeable in ethics and the law. The mandate of the Board is to review the ethical acceptability of research involving humans conducted by university faculty and students.

## WHAT IS A COMMUNITY MEMBER?

A community member is someone who is not currently affiliated with Lakehead University and is therefore arms-length from the University. The primary role of the community member is to reflect the perspective of the research participant during the ethical review process.

## WHAT WILL I BE ASKED TO DO?

You will be expected to complete an orientation that includes completing a 4-hour online tutorial and reading the Tri-Council Policy Statement for Ethical Conduct for Research Involving Humans.

Every month, you will read research projects (usually 2-3) from faculty and student researchers, making notes about any ethical concerns. You will attend monthly meetings at which you will share your review and contribute to the ethical deliberations of the board.

## WHAT IS THE TIME COMMITMENT?

The time commitment is normally 4-6 hours each month. The monthly meeting can take up to 2 hours; preparing for the meeting takes another 1-2 hours in the 10 days before the scheduled meeting.

The meeting times are scheduled up to a year in advance and the meeting dates and times are firm. However, the preparatory work can be completed at your convenience in the 10 days prior to the meeting.

Meeting times are typically the 3rd Friday of the month over the lunch hour. Lunch is served when meeting in person.

There are no meetings in June, July or August. Normally, board members are appointed to serve 3-year terms

## WHAT QUALIFICATIONS DO I NEED?

- You should be comfortable reading, writing and speaking English
- You must be willing to become knowledgeable about research ethics standards and to apply them to the ethical review of research projects
- You must be willing to contribute collegially at meetings
- You must have access to a computer and internet and be able to read and communicate through online platforms
- You must be willing to attend monthly meetings
  
- Past experience as a research participant is an asset
- You must not be currently affiliated with Lakehead University (Alumni acceptable)
- You should not be engaged in research or legal work as your principal occupation

Lakehead University follows a Mandatory Vaccine Policy. For on-campus meetings, members must demonstrate proof of vaccination.

## I'M INTERESTED - WHO DO I CONTACT?

Please submit a description of your interest, motivation and qualifications, along with your contact information. Expressions of interest should be made by November 1, 2021 to:

Sue Wright  
Manager, Research Ethics & Contracts  
Lakehead University  
Tel: 807-343-8110 ext. 8283  
Email: [swright@lakeheadu.ca](mailto:swright@lakeheadu.ca)

Prospective candidates will be contacted.

