



Role Description BC Cancer Agency

Office of Research Facilitation

Leader, Biosafety Research

Role Summary

In accordance with the Mission, Vision and Values, and strategic directions of Provincial Health Services Authority patient safety is a priority and a responsibility shared by everyone at PHSA, and as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Director, Office of Research Facilitation, BC Cancer Agency Research Centres (BCCRC), the Leader, Biosafety Research is responsible for the effective coordination of biosafety programs within the BCCA research sites. Key responsibilities of this role center on leadership in safety pertaining to biocontainment and biosafety, chemical and cytotoxics safety, occupational health, infection control, and emergency response networks. The Leader plays a key role with the Director, ORF, Research Executive and Laboratory Managers, in promoting a culture of safety, management and delivery of safety training, strategic planning activities, and development of projects within the Research Centres relating to workplace safety, patient safety and emergency response.

Key Accountabilities

- Responsible for the development and management of all aspects of laboratory and clinical research-related safety issues, including biological safety, chemical safety, emergency preparedness, and occupational health and safety issues at all research sites.
- Develops and audits the effectiveness of biosafety, chemical safety and emergency planning programs by performing inspections, investigating reports of non-compliance and tracking trends of incidents through the Incident Database. Liaises with Protection Services and Facilities to coordinate emergency drills such as building evacuation and emergency code exercises and amends future processes as appropriate.
- Identifies training needs, develops and implements biosafety and chemical safety training programs, such as general biosafety, chemical and cytotoxics safety, emergency management planning, biological safety cabinet use, animal biosafety and new worker orientation. Prepares written tests, uses certificate of completion and performs follow-up inspections to ensure compliance.
- Liaises with and assists the PHSA Employee Wellness and Safety Department with the development, implementation and monitoring of health surveillance programs. Identifies health surveillance issues such as air quality and hazardous substances monitoring and works with EW&S with testing, follow-up and implementation of resolutions.
- Undertakes risk assessments when required and recommends risk mitigation strategies by developing recommendations for procedural and/or physical laboratory modifications. Inspects facilities and operational practices to ensure compliance to the safety programs, legislative and regulatory requirements. Develops and writes operational manuals and emergency response plans for the Biosafety/Biocontainment, Chemical/Cytotoxic and Emergency Management Programs and emergency response for suspicious incidents, including chain of custody.
- Provides support and information for facilities planning through development of operational and strategic planning. In addition, provides project safety management for new construction of laboratories and renovations.
- Oversees the development of written standards and procedures and ensures that policies and procedures are followed. Ensures incident reports and complaints are reviewed and followed up. Consults with

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research staff, managers, supervisors and other experts as required in reviewing quality assurance programs.

- Coordinates the applications for export and import of pathogen permits with Public Health Agency of Canada and the Canadian Food Inspection Agency.

Qualifications

A level of education, training, and experience equivalent to a Bachelors degree in Biology, Biochemistry or a related field, plus five (5) years of recent, related experience including leadership experience functioning at senior level in one or more fields of laboratory operations, laboratory administration, emergency response management, project management, biosafety, biosecurity and biocontainment. Experience working in and/or design of Biocontainment Level 3 facilities is an asset. If not already designated, registration as a Canadian Registered Safety Professional will be expected.

Keen awareness of legislation governing biosafety practice. In depth knowledge of regulatory policies, legislation, and processes relevant to research in BC. Excellent oral, written and presentation skills. Ability to apply knowledge in practice. Ability to set and accomplish objectives. Excellent organizational skills including the ability to prioritize workload to meet deadlines. Ability to work under pressure. Ability to work independently and as part of a leadership team. Demonstrated analytical and problem solving skills. Ability to deal effectively with all levels of staff. Demonstrated ability to supervise and lead staff. Strong computer skills, including financial applications, spreadsheet programs and word processing software required. Physical ability to perform the duties of the job.