
Position:	Research Coordinator, Inclusive Movement & Health Lab
Position Type:	Full time (35 hrs/week), 2-year Limited Term Contract
Date Posted:	October 14, 2026
Application Deadline:	Applications will be reviewed as they are received until the position is filled.
Salary:	\$70,000 per annum
Benefits:	Health plan, life insurance, AD&D insurance; paid vacation time off

Acadia seeks a highly motivated and dynamic individual to join Acadia University as the **Research Coordinator, Inclusive Movement & Health Lab**. This position will report to the Director of the Inclusive Movement & Health Lab, Dr. Emily Bremer.

The Inclusive Movement & Health Lab undertakes community-engaged research focused on physical activity, health, and well-being. Through partnerships with schools, community organizations, and national research networks, the lab works to create, evaluate, and scale evidence-informed practices that enhance participation in physical activity for individuals experiencing disability.

The Research Coordinator will provide leadership and operational support for the Inclusive Movement & Health Lab by coordinating the day-to-day management of research programs. The incumbent will oversee research project implementation, ethics compliance, participant recruitment and data collection, laboratory operations, and data management activities. The Research Coordinator will work closely with researchers, students, and community partners to ensure research projects are delivered on time and to a high standard, while supporting grant administration, knowledge mobilization, and community-engaged research initiatives.

Key responsibilities will include:

- Coordinate and oversee the day-to-day operations of the Inclusive Movement & Health Lab and its research programs.
- Oversee multiple research projects, ensuring timelines, milestones, budgets, ethics requirements, and deliverables are achieved.
- Coordinate participant recruitment, data collection, data management, and quality assurance activities across laboratory, school, community, and field-based settings.
- Lead research administration activities, including ethics submissions, study documentation, grant administration, and financial tracking.
- Support data analysis, report writing, manuscript development, conference presentations, and knowledge mobilization activities.
- Maintain laboratory facilities, equipment, inventory, and safety procedures to support efficient research operations.
- Develop and sustain partnerships with community organizations, schools, and healthcare providers to support community-engaged research.
- Assist with identifying funding opportunities and preparing grant applications, budgets, and supporting documentation.
- Facilitate communication and collaboration among researchers, trainees, community partners, and interdisciplinary research teams.

QUALIFICATIONS:

- Masters degree in Kinesiology, Health Sciences, Rehabilitation Sciences, Public Health, Exercise Science, or a related field with a minimum of three years of research-related experience. A PhD would be an asset, as would a Clinical Exercise Physiologist (CSEP-CEP) certification.
- Demonstrated experience coordinating health, physical activity, disability, rehabilitation, or community-based research projects.
- Experience conducting motor, fitness, or behavioural assessments, and participant-based research.
- Strong project management, leadership, organizational, and interpersonal skills.
- Experience with research ethics, grant administration, data management, and scholarly dissemination.
- Commitment to equity, diversity, inclusion, accessibility, and community-engaged research principles.

THE REWARDS:

Acadia University, located in Mi'kma'ki, the ancestral territory of the Mi'kmaq nation, is one of Canada's leading primarily undergraduate institutions. For over 180 years, Acadia has been providing students with a learning environment that ensures they have every opportunity to succeed in life. Acadia's faculty and staff are key to our institutional success and share a commitment to provide our students with a high quality post-secondary education and engaged community and research experiences. As a staff member, you will be part of this transformational educational experience where innovation is encouraged, and your ideas are welcomed.

Acadia University is located only one hour from the city of Halifax in Nova Scotia's beautiful Annapolis Valley in the Town of Wolfville. Wolfville offers residents an affordable lifestyle, outstanding recreational opportunities, internationally acclaimed restaurants, a healthy economy, and the best weather in the Atlantic provinces. The Town of Wolfville is one of the fastest-growing communities in Nova Scotia where people find the perfect mix of small-town livability and urban energy. It's a place that people love to live, and those who do not live here love to visit. To see more information on why Acadia is an employer of choice, please visit our website at www.hr.acadiau.ca.

TO APPLY:

To apply for this opportunity, please send your application to emily.bremer@acadiau.ca and attach your cover letter outlining how your skills and experience align with the research coordinator position, a resume, and three references.

Please be advised that only those invited for an interview will be contacted. The University reserves the right not to fill this position. The university will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation because of a disability or for any other reason during the interview process, please identify that in your application documents so that suitable arrangements can be made if needed.