

Position Title: Civic Hub Community Research Assistant

Employer: Wilfrid Laurier University in partnership with Social Development Centre Waterloo Region

Position type: Part time, temporary

Hours and duration: 10 hours per week for 46 weeks (approximately July 15th, 2022 - May 15th, 2023)

Remuneration: \$25.00 per hour + 14% vacation/benefits

Location: Flexible – Some remote work and some at the Social Development Centre Waterloo Region (located in Kitchener, ON)

Position Description:

The SSHRC funded project “Filling the Gap: The role of social engagement hubs in a world changed by COVID-19” is hiring a Civic Hub Community Research Assistant. Filling the Gap addresses the research question: in the context of the COVID-19 pandemic, what strategies can social engagement hubs adopt to maximize social inclusion and civic engagement? Through surveys and key informant interviews this project will develop a needs assessment of Civic Hub partner organizations and contribute to development of strategies for community organizing.

The Research Assistant will work with Civic Hub partner groups to help build relationships with key stakeholders and community partners. The Research Assistant will work with the project advisory group to develop surveys and interview tools and collect data in different formats. There will also be opportunities to participate in developing project reports.

We especially encourage applications from the Civic Hub members and/or individuals from underrepresented groups.

Qualifications

- Experience working with grassroots community organizations
- Experience working in an equity-grounded anti-oppressive framework
- Strong organizational skills (tracking emails, planning meetings, adhering to data management practices)
- Ability to work confidently independently and as part of a team
- Plain language writing skills
- Knowledge of existing Civic Hub partners and relationships is an asset
- Experience working on qualitative research projects is an asset

To apply: Please submit a resume and statement of interest (1pg max) outlining any relevant knowledge and/or experience. Please direct resumes and statements of interest to Dr. Laura Pin at lpin@wlu.ca with “Civic Hub Community Research Assistant” in the email subject line. The application deadline is Sunday July 10^h, 2022 at 12am EST.

If you have any questions about this role, or require any accommodations in the application process, please contact Dr. Laura Pin at lpin@wlu.ca