

Research Assistant Opportunity Casual Position

Start Date: October 1, 2022

End Date: February 28, 2023

Overview:

This project is focused on knowledge mobilization of issues relevant to rural western Canadian residents and communities for the Communities in Transition (CIT) project.

Specific activities include, but are not limited to:

Works under general supervision and in accordance with guidelines provided. Judgment is required. Conducts project planning for an online heritage resources management forum event held in early 2023 and works closely with lead RA to design online supports for various CIT knowledge mobilization (KM) activities. Arranges meetings with researchers for planning and organizing KM activities, drafts agendas, attends and leads meetings and prepares notes. Assists with preparing materials for KM (e.g., creating visuals, drafting and sending communications, and setting up and effectively utilizing technical tools). Contributes to planning KM activities and identifies if not solves emerging problems.

The successful candidate will work collaboratively with Ms. Cara Shan, the CIT Project Manager and a group of AU faculty, and directly report to, Dr. Lorelei Hanson at Athabasca University. Ms. Shan and Dr. Hanson will provide adequate training for the KM and project coordination work required.

Qualifications:

- An undergraduate degree
- Currently a university student
- Experience organizing and facilitating events, meetings, and workshops
- Understanding of the research process, particularly the range of activities related to the production and use of research results, including knowledge synthesis, dissemination, transfer, exchange, and co-creation or co-production by researchers and knowledge users
- Self-motivated and able to work on own
- Experience collaborating with others to complete projects or undertake public events
- Excellent oral and written communication skills
- Well-honed interpersonal skills
- Strong organizational and multi-tasking skills
- Attention to detail
- Possesses good time management skills
- Knowledge of Teams and Zoom an asset



The student will gain experience and skills in project coordination, research collaboration and how to turn research data into outcomes and impacts.

How to apply:

Qualified individuals are encouraged to submit their application by email to Dr. Hanson at lorelei.hanson@athabascau.ca. Applications should include (as a single PDF file): a brief cover letter that summarizes your skills, interests and experience relevant to this position, a current resume or curriculum vitae, and the contact information for 2 references.

Evaluation of applications will begin immediately and will continue until a suitable candidate is found. All applicants are thanked for their interest in this position; however, only candidates selected for an interview will be contacted.

Athabasca University and the researchers are committed and seek to support equity in employment and research opportunities. We strongly encourage applications from Indigenous people, racialized people, people with disabilities, 2SLGBTQ+ people, women, and other historically marginalized groups. Applicants are welcome, but not required, to self-identify in the letter of application.

For more information on this Research Assistant opportunity, please contact Lorelei Hanson, PhD at the coordinates below, on or before Sept. 16, 2022.

Ten hours per week are approximate and may vary based upon activities. The hourly wage for this position is minimum \$20.00 - \$24.00 /per hour depending upon experience.

Lorelei Hanson, PhD

Associate Professor, Environmental Studies

Athabasca University

780-250-7940

lorelei.hanson@athabascau.ca