

Position: Indigenous health research facilitator

Project: Northwest Territories Network Environment for Indigenous Health Research (NT-NEIHR)

Location: Any community in the Northwest Territories

Contract: Full-time position (35 hours/week), from Oct 1, 2021 to Sept 30, 2023.

Yearly Salary: \$50,000

Application Deadline: Applications will be reviewed on a rolling basis, until positions are filled

Program Background: Funded by the Canadian Institutes of Health Research (CIHR), the Northwest Territories Network Environment for Indigenous Health Research (NT-NEIHR) is an Indigenous-led network of Indigenous communities, governments, and organizations, Indigenous and non-Indigenous researchers and students, educational institutions, and multi-sector not-for-profit organizations who are all dedicated to building Indigenous research capacity in the Northwest Territories (NT).

Position Summary: Under the supervision of the Principal Applicant, Kimberly Fairman, and NT-NEIHR Coordinator, Sophie Roher, the Indigenous health research facilitator will carry out the following activities:

Support communities and organizations throughout the Northwest Territories

- Build relationships and develop positive partnerships with community members and organizations throughout the NT who are interested in being part of the NT-NEIHR network;
- Provide hands-on assistance to communities and organizations throughout the NT as they prepare for and/or undertake Indigenous health and wellness research;
- Help to identify and address regional community research priorities and needs;
- Facilitate capacity building support to communities and organizations throughout the NT;
- Help to support the development of community-based research ethics;
- Work closely with communities and organizations throughout the NT to connect them with appropriate academic and/or other research partners.

Knowledge sharing and mobilization, event coordination, special projects, and travel

- Play a key role in working with the NT-NEIHR Team, Network Coordinator, Governing Council, and other partners to design, create, coordinate, and evaluate local capacity building events and activities, including on-site workshops, webinars, and learning and sharing circles;
- Attend major health-related gatherings in NT to display and distribute promotional materials, and recruit individuals, communities, and organizations to join the NT-NEIHR Network;

- Travel to meet with individuals, communities, and organizations throughout the NT;
- Help communities and organizations throughout the NT who are preparing for and/or undertaking Indigenous health and wellness research to develop innovative and community-based knowledge sharing strategies.

Communications and training

- Receive ongoing instruction from Elders, Knowledge Holders, and NT-NEIHR team members and partners;
- Frequent communication with NT-NEIHR Coordinator via email, Zoom, and telephone;
- Participate in monthly teleconference calls with NT-NEIHR Coordinator and Principal Investigator to report on activities and network as a group;
- Provide monthly written reports to the Network Coordinator that details the activities and an evaluation of the activities;
- Organize and lead video and teleconferencing with NT-NEIHR partners, community members, and organizations;
- Support event promotion by carrying out a variety of activities including creating posters and ads; creating facebook posts; updating event information on the ICHR calendar; taking photographs during related events; and uploading photos to the ICHR website;
- Taking notes at meetings;
- Other duties as required.

Qualifications

***Applicants do not have to have all the following qualifications before applying, but they must be interested in developing these skills as well as learning about and supporting Indigenous health and wellbeing research.*

- Interest in research that explores Indigenous health and community wellness;
- Well-versed in Indigenous culture, histories, and protocols and experience working with Indigenous peoples;
- Basic knowledge of Indigenous language is an asset;
- Ability to work independently as well as collaboratively with a diverse team;
- Solution-oriented;
- Excellent project organization, event planning, and implementation skills;
- Excellent written and verbal communication skills with ability to write for different audiences;
- Experience with communication systems with email, facebook, and websites;
- Skilled in Microsoft Word;
- Strong organizational skills with ability to manage and prioritize multiple projects; and
- Ability to meet deadlines.

Please send a cover letter that addresses the job description and requirements along with a current CV or resume to the Project Coordinator: sophie@ichr.ca.

Note: All applicants will be thanked for their interest but only candidates that are selected for an interview will be contacted.