



**Position Title:** Research Associate

**Duration:** Limited term – part time and full time (with potential for extension)

**Hours:** Semi-Flexible

**Position Start Date:** Mid to late September 2022

**Location:** Yellowknife (travel required)

**Salary:** \$35-\$65/hr (commensurate with experience)

**Purpose:** The Institute for Circumpolar Health Research is a community-based health research institute in Yellowknife, Northwest Territories. The Research Associate will provide research analysis and support to our team. The Research Associate will also help with literature reviews, data collection, data analysis, report writing, meeting facilitation and meeting minutes, and presentations.

**Education:** University Master's degree, preference for having Indigenous Studies and/or health or social science research methodology background.

**Experience:** Minimum 3 years of research experience with Indigenous communities.

**Personal Attributes:** The Institute for Circumpolar Health Research is a unique research institute that works closely with community partners. Part of the time will be spent working outside the office and in community. We are looking for someone who shares our values and will be a good fit with our team.

**Required Skills:**

- Ability to work in an academic atmosphere
- Demonstrated experience and in-depth understanding of socio-political issues for Indigenous communities
- Demonstrated understanding of research – literature searches and reviews, conducting interviews, ability to engage in qualitative and quantitative data analysis, report writing skills and editing
- Strong interpersonal skills and excellent oral and written communication skills
- Ability to work with a wide range of stakeholder groups and maintain confidentiality
- Ability to work on multiple projects simultaneously
- Ability to work effectively under pressure and meet deadlines
- Strong organizational and time management skills
- Ability to work independently and effectively as a team member
- Proficient in MS-Office (Word, Excel, PowerPoint)

**Application:**

- Please submit a cover letter and your resume/CV to: [kimberly.fairman@ichr.ca](mailto:kimberly.fairman@ichr.ca)

Indigenous candidates and those with experience with research, community development and facilitation skills are strongly encouraged to self-identify.

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