

Qualitative Research Assistant

Job Description: In this position, the incumbent will provide support in qualitative data analysis, interpretation, and writing. The Research Assistant will work with NVIVO files to call up particular codes in a pre-defined codebook in order to collate data specifically on the implementation, scale and spread of integrated care. This work will aid the Research Staff and Investigators in preparing manuscripts and summaries for publications and knowledge translation. He/she will help to coordinate activities focused on the analysis of qualitative data. In addition, he/she may assist either the Research Project Manager or members of the investigator team in data analysis, management and dissemination.

The iCOACH project is an international comparative case study of the implementation of models of community based integrated primary health care, with a focus on scale and spread.

Learning Experience: This is an ideal position for individuals at any stage of graduate studies with an interest in qualitative health research.

Job Details:

The Research Assistant will be responsible for the following:

- Data management
- Data analysis
- Research meetings
- Writing summaries and reports
- Presenting research at team meetings

Qualifications:

- Basic understanding of research processes;
- Experience in literature search;
- Excellent oral communication skills;
- Excellent writing skills;
- Willingness to work in a team environment;
- Sound judgement and initiative to complete responsibilities independently when required;
- Very strong organizational skills;
- Ability to set priorities and to handle a variety of tasks simultaneously;
- High proficiency in Microsoft Office Suite (Word, Excel, Powerpoint);
- Experience in an academic/research environment (preferred).

Relationships:

Reports to: Principal Investigator (Dr. Walter Wodchis)

Supervised by: Jay Shaw and Carolyn Steele Gray (Co-Investigators)

Hiring Rate: Compensation will commensurate with experience.

Schedule: This is a part time 6 month term position commencing October 2018.