

Job Title: **Research Assistant, Indigenous Research Methods**

Positions **1 Casual (Approx. 7 hrs/wk.) 3 to 6-month consultancy, potential for extension**

Work location: **Remote - Open to anywhere in Canada**

Date Posted: **February 2021**

JOB INFORMATION

Background Info:

The AFMC Indigenous Health Committee has been supporting Canada's 17 Faculties of Medicine to respond to the Calls to Action of the Truth and Reconciliation Commission (TRC), training more Indigenous health professionals and committing to develop safe working and learning environments for Indigenous learners, faculty, and staff.

In 2019, The AFMC Indigenous Health Committee developed the [AFMC Joint Commitment to Action on Indigenous Health \(JCAIH\) Report](#) which provides a roadmap for concrete institutional change and details 10 recommendations including prioritized action statements and progress indicators. In 2020, an [Update Report](#) containing information collected to identify the progress the Faculties of Medicine had made in implementing the 10 JCAIH recommendations was released. Subsequently, a [Review Report](#) was released which provides a summary and compilation of the JCAIH Update Report. The AFMC Indigenous Health Committee continues to collect updated metrics based on the JCAIH recommendations to enable Canadian medical schools to respond to the TRC Calls to Action and fulfill their social accountability mandates with respect to Indigenous health.

Job Summary:

The AFMC Indigenous Health Committee is seeking an Indigenous graduate student in the fields of Indigenous research methods and evaluation to assist in conducting research to support the development of a framework for annual progress reporting of the 17 Canadian Faculties of Medicine in meeting the JCAIH recommendations. Working alongside other consultants, the Research Assistant will be responsible for conducting literature reviews and environment scans, collecting, and analyzing data, and preparing materials and reports with a focus on supporting learner engagement.

Responsibilities:

- Collaborate with external consultants engaged in the JCAIH progress framework development.
- Research and synthesize complex concepts and information to inform knowledge translation development, including scientific literature searches, reviews, and environmental scans.
- Support the collection, interpretation, and analysis of data using statistical, qualitative, and quantitative software, and produce reports on the findings.
- Assist in the development of collection and result-sharing reports and tools.
- Participate in the engagement of learners during the framework development and data collection process.
- Produce effective, creative, written materials for internal and external audiences in clear, concise, and appropriate language.
- Establish and maintain effective working relationships with stakeholders.
- Other duties as assigned.

Desired Qualifications and Experience:

- Knowledge of quantitative and qualitative research methods, including Indigenous research methods.
- Knowledge of anti-Indigenous racism theory, anti-oppressive practice, or critical theory.
- Experience working with Indigenous communities, organizations, and individuals.
- Experience with health professions and/or post-secondary education research
- Post-secondary education in Health Sciences with an Indigenous studies concentration, Indigenous studies, or related discipline, supplemented with one year of related research experience or equivalent combination of education and experience.
- Demonstrated experience in conducting evaluation and QI activities through Indigenous evaluation frameworks and approaches.
- Experience supporting the writing of project evaluations and reports.
- Experience in managing databases and spreadsheets with strong statistical analysis, data interpretation and writing skills.
- Advance proficiency in the use of the Microsoft Suite (Word, Excel, Power Point, Outlook), data analysis software (e.g.: Excel, SPSS, NVivo) and literature management software (e.g.: EndNote);
- Advanced research, analytical, and problem-solving skills.
- Strong written and verbal communication skills with the ability to communicate effectively with people in all levels of health care, government, and academia.
- Strong sense of Indigenous rights, justice, equity, and accountability.
- Ability to establish and maintain strong working relationships in a team setting and work within collaborative cross-functional relationships.
- Strong interpersonal skills, including an ability to develop and maintain relationships with internal and external stakeholders.
- Flexible and capable of multi-tasking with several competing requests and changing priorities.
- Highly motivated, positive attitude and the ability to work independently.
- Keen attention to detail, effective time management skills and ability to learn quickly.
- Fluency in an Indigenous language and/or in French is a strong asset; and

Application Process:

Preference will be given to self-identified Indigenous applicants with demonstrated connections and commitment to advancing Indigenous health or Indigenous medical education. Non-Indigenous applicants who possess the requisite experience and skills and have prior experience working with Indigenous communities, organizations and individuals are also encouraged to apply.

AFMC welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Applications will be accepted until March 11th, 2022, via email to acull@afmc.ca. We thank all applicants for their interest, however, only those selected for further consideration will be contacted. If you are considering applying but would like to learn more about this initiative first, please feel welcomed to reach out to schedule a meeting to discuss this opportunity.