

**CASUAL OPPORTUNITY**  
**DALLA LANA SCHOOL OF PUBLIC HEALTH, UNIVERSITY OF TORONTO**

Date of Posting: Nov 7, 2023

**Hours of Work:** Part-time, variable

**Hourly Rate:** \$27 - \$32, depending on a combination of education and experience

**Length of contract:** 6 months with possibility of extension

**EXPECTED NUMBER OF WORK HOURS PER WEEK:** 36.25

**JOB DESCRIPTION:**

Researchers at the Dalla Lana School of Public Health have partnered with academic, humanitarian, and community organizations to amplify communities' fundamental role in health systems and the production of health. The proposed research invests in the underdeveloped area of lay health work in Canada, redistributing power, knowledge, and resources from conventional systems and institutions to communities. You will use your strong understanding and application of qualitative and quantitative research methods to support the planning of research goals. You will be hands on in collecting, analyzing, formatting, and synthesizing research data to contribute to the formation of manuscripts for publications, literature reviews, and presentation materials. You will utilize your communication and strong interpersonal skills to maintain relationships and ultimately support business objectives.

**SUMMARY OF DUTIES**

- Implementing and executing qualitative and/or quantitative research methods.
- Analyzing and formatting data collected to prepare draft statistical reports.
- Synthesizing technical, qualitative, and contextual research data and conducting systematic literature reviews.
- Drafting knowledge dissemination and presentation materials.
- Working closely with project partners, stakeholders, and community partners to maintain collaborative engagement.
- Drafting and submitting documented procedures to the Research Ethics Board (REB) for approval.

**QUALIFICATIONS:**

- Bachelor's Degree or acceptable combination of equivalent experience.
- Minimum two years of relevant research assistant experience, or graduate level training, in an academic research environment or other related institution.
- Experience collecting, and analyzing data using R and NVivo, and preparing draft statistical reports.
- Ability to conduct systematic literature reviews and draft presentation materials.
- Strong research skills with solid understanding of quantitative and qualitative research methodologies.
- Excellent verbal and written communication skills.
- Strong interpersonal skills.
- Excellent organizational skills with the ability to meet deadlines with sensitivity to organizational priorities.
- Demonstrated ability to work well as a team member and independently.
- Understanding of handling confidential and sensitive information; strict adherence to policies and procedures.

**Assets (Nonessential):**

- Experience working with marginalized populations and equity-seeking groups preferred.

- Experience working with community partners or within community-led research.
- Basic understanding of program evaluation.

**SUBMISSION OF APPLICATION**

Please submit a one-page cover letter and Curriculum Vitae by email to: Dr. Aaron Orkin (aaron.orkin@utoronto.ca). Only those selected for an interview will be contacted.

Closing date: November 30, 2023 or until filled.