JOB TITLE: CFYS2 – Research Assistant: Driving and Cycling

DEPARTMENT NAME: Centre for Youth & Society

CONTACT NAME: Frederick Grouzet, Director

JOB DESCRIPTION:

Working as part of a team, the Research Assistant will assist with the research project “On the Road: Youth and Young Adult's Forum”. This community-based project involves: media search on the topic of driving, cycling, and riding motorbike; recruitment of participants through social media and face-to-face; coordination of youth focus groups; the design and writing of research summaries, the creation of visual research products such as infographics and web content, and coordinating project volunteers.

QUALIFICATIONS:

- High interest in youth-focused research, and youth safety and health
- Ability to work independently and with teams, to adjust to shifting priorities and meet deadlines
- Excellent organizational skills, and a high aptitude for accuracy
- Excellent oral and written communication, and interpersonal skills
- Experience coordinating volunteer schedules and tasks
- Working knowledge of Microsoft Word, Excel, Publisher, and PowerPoint
- Knowledge of WordPress, Adobe Illustrator, and/or Adobe InDesign is an asset
- Previous experience in study design, participant recruitment, and data collection, and data analysis is an asset
- Familiarity with the Capital Regional District (CRD) and youth-serving organizations is an asset

JOB LOCATION ON-CAMPUS: University House 3 (see our website for map: www.youth.society.uvic.ca)

WORK STUDY WAGE: $14.50/hour (includes 4% vacation pay)

DEPARTMENT TOP UP: $1.50

HOURS AVAILABLE: 75

HOW TO APPLY: Please send cover letter, resume and copy of your transcript by email to cfysassistant@uvic.ca, use “Work Study application” as the subject line

Applicants must be eligible for Work Study Program
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php