

2022/2023 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: CFYS6 –Knowledge Mobilization Research Assistant

DEPARTMENT NAME: Centre for Youth and Society

CONTACT NAME: Dr. Frederick Grouzet

JOB DESCRIPTION:

The Knowledge Mobilization Research Assistant will assist the Centre with facilitating the dissemination of research and findings by producing research summaries. The Knowledge Mobilization Research Assistant's duties include analyzing research and identifying key findings, translating findings into accessible information, and working collaboratively with CFYS members. This role will include assisting in creating infographics, presentations and posters.

QUALIFICATIONS:

- Excellent written communication, and interpersonal skills
- Excellent organizational skills, and a high aptitude for accuracy
- Strong working knowledge of Microsoft Word, Excel and PowerPoint
- Ability to work independently and with teams, to adjust to shifting priorities and meet deadlines
- Experience with literature reviews in the field of social science and/or education
- Ability to analyze quantitative and/or qualitative data

JOB LOCATION ON-CAMPUS: University House 3

WORK STUDY WAGE: \$16.50/hour (including 4% vacation pay)

DEPARTMENT TOP UP: \$2.00/hour

HOURS AVAILABLE: 145

HOW TO APPLY: Please send cover letter, resume and a copy of your transcript by email to cfysassistant@uvic.ca
Please use "**Work Study Application – CFYS –Knowledge Mobilization Research Assistant**" as the subject line

APPLICANTS MUST BE ELIGIBLE TO PARTICIPATE IN THE WORK STUDY PROGRAM
For details go to: <http://www.uvic.ca/registrar/safa/work-study/index.php>