

JOB POSTING

Research Associate

We invite applications for the position of Research Associate for a large, multi-stakeholder mixed methods evaluation of Prescribed Safer Supply (PSS) in BC.

PROJECT DESCRIPTION:

The Provincial PSS evaluation is a 2-year, mixed methods study designed to investigate the implementation and impacts of PSS in BC. Focus is placed on determining the extent to which the [Provincial PSS Policy Directive](#) (released July 2021) is meeting its stated goals to decrease drug-related harms within BC communities, and providing access to PSS programs and other services in a culturally safe manner. The project is jointly led by researchers based at the Canadian Institute for Substance Use Research (CISUR), at the University of Victoria, in partnership with the First Nations Health Authority (FNHA) and the Centre for Health Evaluation and Outcome Sciences (CHÉOS) at Simon Fraser University. The study is conducted in close collaboration with people with lived/living experience of substance use and the BC Centre for Disease Control.

JOB DESCRIPTION:

The Research Associate will report to the project leads at CISUR and FNHA, and will work closely across sub-contracted study partners, collaborators and other key stakeholders to support overall project management. The successful candidate will coordinate the day-to-day aspects of the evaluation, contributing to the overall quality, success and effectiveness of the project by assisting with a range of activities, including:

- Supporting the coordination of Project Advisory Committee, the Indigenous Advisory Circle, and other stakeholder group meetings;
- Managing the set up and maintenance of project files;
- Working collaboratively with the primary data collection team to ensure that project objectives and timelines are met;
- Assisting with tracking and managing project budgets;
- Assisting with reporting requirements to funders and other stakeholders;
- Preparing project charters/work plans, briefing notes, summary reports, presentations, and other project documents as needed;
- Managing study dashboards to monitor primary data collection as recruitment ensues;
- Other duties as required.

QUALIFICATIONS:

The candidate will have a Bachelor's degree in public health, public administration, or a related discipline. Required qualifications include:

- Proven experience in risk management, change management, consensus building, conflict resolution, and problem solving;
- Familiarity with principles of OCAP®, Indigenous data and health governance in BC as well as understanding and respect for the socio-historical and contemporary impacts of colonization on Indigenous Peoples in Canada;

- Excellent communication skills, both written and interpersonal, as well as the ability to balance competing priorities with attention to detail and meet deadlines under time pressure;
- Experience creating project documents, charters, briefing notes, and reports for funders, senior leadership, project leads, and wider stakeholders;
- Knowledge of illicit substances and the Toxic Drug Supply public health emergency in BC, health equity, population health, harm reduction, and social justice principles.

Additional assets include:

- Project Management Professional (PMP) designation/certificate;
- Knowledge of and experience coordinating research projects; and
- Experience working with people with lived/living experience of substance use, and/or Indigenous Peoples, First Nations and their communities.

SALARY AND HOURS:

The full-time contract position (35 hours/week) is located at CISUR and involves a 0.25 FTE secondment to FNHA [virtually]. The successful candidate will be provided with office space in CISUR offices at the University of Victoria, which are located on the traditional territories of the ləkʷəŋən Peoples including the Songhees, Esquimalt and W̱SÁNEĆ Peoples, with hybrid work-from-home flexibility. The initial contract will be for 1 year with the possibility of extension. Hourly salary ranges from \$32.45--\$42.58/hour based on experience and education.

APPLICATION PROCESS:

Interested applicants should forward a CV and cover letter to Connie Carter (ccarter@uvic.ca) or Karen Urbanoski (urbanosk@uvic.ca). The position is available immediately and applications will be accepted until filled.

Only those selected for interviews will be contacted. Thank you for your interest!