Position: Project Co-ordinator – Faculty of Health, School of Nursing

Principal Investigator and Community Lead: Dr. Ruth Rodney and Danielle Boissoneau, SACHA
Salary: $40/hour
Start Date: July 2021
End Date: September 2022

Research Summary: The purpose of this research is to better understand the work experiences and experiences of racism for BIPOC women workers under equity, diversity and inclusion (EDI) and anti-oppression (AO) policy-led women's organizations within the gender-based violence (GBV) sector in Hamilton, Ontario.

Job Description:
We are seeking an experienced research co-ordinator to join our team. The research co-ordinator will work closely with the PI, Community Lead, Elder Advisory Board and RA’s to ensure the successful completion of this study within the allotted timeframe.

Job Requirements:
• Ensure the pre-established work scope and study protocol are followed,
• Prepare work plan and schedule for research project,
• Monitor research progress on a regular basis, identify delays and revise work plan to ensure timely completion of study,
• Track expenses for project,
• Organize and maintain documentation for the research project,
• Organizes recruitment of research subjects and schedules interviews in collaboration with RA’s,
• Provide support to RA’s throughout data collection phase,
• Provide support and input with data analysis to research team,
• Plans and coordinates advisory board and research meetings,
• Regularly liaises with Elders, PI and Community lead,
• Organizes and co-ordinates dissemination event at end of project,
• Serves as principle administrative liaison for the project,
• Approximately 10 hours per week for 13 weeks within the study timeframe.

Job Criteria:
• Experience coordinating research project,
• Strong organizational and problem-solving skills,
• Strong grasp of intersectionality and decolonizing theories, experience in this content area an asset,
• Understanding of qualitative methodology, preferably critical qualitative methods,
• Strong ability to be self-directed and work collaboratively,
• Cannot be employed by women’s organizations within the Women’s Abuse Working Group in Hamilton,
• Doctoral student in Nursing, Social Science, Sociology, Social Work, Women’s Studies, Global Health,
• Priority will be given to Black, Indigenous and People of Colour.

Please title your email “PCo Position for PEG Grant” and send your cover letter and resume/CV to Dr. Ruth Rodney at rodney@yorku.ca by June 11, 2021.