



## Employment Opportunity Special Projects Research Worker

Reference No. TWT-SPRW-HEAFAM-0319

*Cowichan Tribes is partnering with First Nations Health Authority (FNHA) to gather knowledge on pregnancy and birth experiences from mothers and service providers to better understand the role of the social determinants of health in birth outcomes in the Cowichan community. The project "Far Too Many Preterm Births in Cowichan Tribes: Generating Knowledge to Inform Service Delivery and Strengthen Motherhood Journeys" will use a qualitative and quantitative mixed methods approach and will include three separate phases.*

*This project will be grounded in the teachings of Cowichan Snuw'uy'ulh (Elders) and will generate community-specific knowledge that can strengthen service delivery across perinatal care in the Cowichan community. The project goal is to foster change that will ensure the healthiest possible pregnancy and birth outcome for mothers and their infants.*

**Purpose:** Under the direction of the Ts'ewulhtun Community Health Dietitian and Project Lead, the successful candidate will assist the Special Projects Research Advisor and project team to coordinate, plan, and implement project activities. This will involve supporting the research ethics approval process, data collection and analysis duties, as well as the implementation of knowledge exchange activities with the community. This is a part-time term position ending in December 2021. The successful applicant will work approximately 392 hours per year as required, based on funding. Some local travel may be required.

### **Responsibilities:**

- Organize and facilitate meetings of the Research Advisory Committee (RAC)
- Assist the Special Projects Research Advisor in managing the research ethics application and obtaining ethics approval
- Attend meetings of the RAC and other ad hoc working group meetings and assist in preparing minutes
- Support the planning and implementation of community sharing circles
- Support questionnaire development and distribution
- Assist in data collection, data analysis and data storage strategies and schedules
- Contribute to knowledge exchange and translation activities (i.e. community-based health events, presentations, preparation of a peer-reviewed manuscript, etc.)
- Provide additional administrative/research support to team members, as needed

### **Required Education and Experience:**

- A level of education, training and experience equivalent to graduation from a recognized Bachelor's program in an appropriate discipline (e.g. public health) is required
- Minimum of one (1) year research experience is required, preferably in community-based project settings
- Experience with qualitative and quantitative data collection methods is required
- Experience with research involving Indigenous communities in a culturally safe manner is required
- Knowledge of OCAP® (Ownership, Control, Access, Possession) principles is an asset
- TCPS2: CORE training in the ethical conduct of human research is an asset
- Criminal Record Check is required
- Valid BC Driver's license and reliable vehicle is required

### **Required Skills, Knowledge and Abilities:**

- Knowledge of health and wellness issues facing BC First Nations communities
- Understanding of the responsibilities of handling sensitive and confidential health information and data
- Effective written and oral communication skills
- Strong interpersonal skills and ability to work within a team
- Able to work independently
- Excellent organization and time management skills
- Ability to maintain strong working relationships with internal and external partners
- Experience working with data analysis software (e.g. NVivo, STATA)
- Experience working with Microsoft Office (e.g. Microsoft Word, Excel, PowerPoint etc.)
- Minute taking and report writing skills

**Please refer to Reference No. TWT-SPRW-HEAFAM-0319 when submitting  
cover letter, resume, and three references to:**

**Human Resources Department, Cowichan Tribes  
5760 Allenby Road Duncan, B.C.V9L 5J1**

**EMAIL: [resume@cowichantribes.com](mailto:resume@cowichantribes.com)**

**WEBSITE: <http://www.cowichantribes.com/employment>**

**DEADLINE: 4:00 p.m. Tuesday, March 19, 2019**