Job Posting: Research reviewer and analyst for the Task Force on Flexible Education (TFFE)

The Simon Fraser University Task Force on Flexible Education (TFFE) is looking for a research assistant at the graduate level to review and analyze research documents, publications, web sites and reports about flexible education strategies and practices in higher education relevant to the work of the task force. The ideal individual for this position would have excellent community engagement skills as well as analytical skills. The successful individual will work as a member of the TFFE project team.

The job will involve:

- Researching, analyzing, reviewing and reporting on findings associated with flexible education strategies and practices from research literature, institutional reports and publications, websites and other contemporary higher education information sources.
- Identify effective and leading-edge practices and efforts at other institutions.
- Gathering data and producing an inventory of a) institutionally-supported learning technologies and b) education units that support instructors and educational staff on the application of such technologies. This inventory will serve as a basis for subsequent planning and coordination of support and will be undertaken in conjunction with the research team and technical staff.
- Performing an environmental scan of trends and directions in flexible education at other post-secondary institutions in Canada, US, UK, and Australia.
- Analyzing the data and search for patterns or themes associated with flexible education strategies and practices that would be relevant in an SFU context.
- Conducting interviews, focus groups and other data collection activities that support the work of the task force.

The work will take approximately 20 hours/week to a maximum of 200 hours between March 2014 and August 31, 2014, with the possibility of extension. The pay is $27–33 per hour depending on qualifications. Application deadline: March 14, 2014.

Please send your cover letter and CV to Dr. David Porter, TFFE project manager (davidp@sfu.ca). Please use the subject line "Research reviewer and analyst - TFFE application." Samples of previous work that you've done that are similar would be a welcome part of your application package.

We thank you for your interest, but please note that we will be contacting only those applicants selected for interviews.