



HEALTH RESEARCH ASSISTANT

TEMPORARY FULL-TIME POSITION FOR 12 MONTHS

LOCATION: Surrey Headquarters - #107, 5668 – 192 Street

Métis Nation BC's Provincial Office will be moving to Station Tower (13401 – 108th Avenue, Surrey) in the spring of 2021

CLOSES: December 10, 2020 at 4:30 PM PST

ABOUT MÉTIS NATION BRITISH COLUMBIA

Métis Nation British Columbia (MNBC) develops and enhances opportunities for our Métis communities by implementing culturally relevant social and economic programs and services. Through teamwork, respect, dedication, accountability, integrity, and professionalism, MNBC strives to build a proud, self-governing, sustainable Nation in recognition of inherent rights for our Métis citizens, assisting in the delivery of services based on policy, process, and specified regulations.

MNBC offers competitive wages, a comprehensive benefit package or health-care spending account, and enrollment in the Municipal Pension Plan after three (3) months.

ABOUT THE OPPORTUNITY

We are seeking a highly motivated, team-orientated individual to join our Ministry of Health and Wellness team as a **Health Research Assistant**.

Reporting to the Provincial Mental Health Coordinator, the primary objective of the role is to support ongoing research initiatives at MNBC.

KEY DUTIES AND RESPONSIBILITIES

- Review, analyze and synthesize previous research and projects related to health equity and access to services for Métis Citizens.
- Work with the Provincial Harm Reduction and Mental Health Coordinators to coordinate and conduct in-depth interviews with participants.
- Work with the Provincial Harm Reduction and Mental Health Coordinators to develop, and analyze surveys administered to Métis in British Columbia.
- Collect, analyze, and code engagement and research material pertaining to Métis interviews and surveys.
- Consult with and regularly obtain feedback from MNBC Chartered Community leaders regarding the status of research projects.
- Build capacity for research within Chartered Communities.
- Synthesize work into reports accessible to community and organizational stakeholders

THE IDEAL CANDIDATE

- Education in Health Sciences, Public Health, Nursing, Social Work, or related field
- Minimum of two (2) years of experience in a research environment
- Combination of relevant experience, education, and training will be considered
- Knowledge and/or awareness of the historical and contemporary contributions made by Métis people in B.C.
- Experience with qualitative and quantitative data analysis
- Experience working with SAS or NVivo, an asset
- Demonstrated ability to effectively communicate both verbally and in writing
- Ability to lead, problem solve, and utilize team-building skills
- Proven ability to utilize strong interpersonal skills to deal with others effectively
- Proven ability to prioritize tasks, meet deadlines, and work with minimal supervision
- Proven ability to utilize, adapt and embrace new technologies, including Word, Excel and other database/software required by the role

OTHER COMMENTS

- Other duties may be assigned as needed to help ensure the efficient operation of MNBC
- There will be a need to attend meetings and events which may require work and travel outside of the normal business hours
- Ability to provide a satisfactory Criminal Record Check
- Valid BC Class 5 Driver's license and access to reliable personal vehicle for work purposes

The above requirements are what MNBC is seeking in the ideal incumbent at the time of posting and are subject to change based on needs.

Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants who self-identify as Aboriginal (First Nation, Métis or Inuit). All qualified candidates are encouraged to apply.

PLEASE NOTE THAT CANDIDATES MUST APPLY BY Thursday, December 10, 2020 at 4:30 PM PST.

Using Health Research Assistant in the subject line of your email, please send your resume and cover letter to:

Jillian Jones
Provincial Mental Health Coordinator
Métis Nation British Columbia
Email: jjones@mNBC.ca