Graduate Research Assistant (GRA)

Position Overview:

We are looking a graduate research assistant (GRA) with strong academic backgrounds to join the research team of Dr. Atiya Mahmood at Gerontology Department, Simon Fraser University (SFU). The GRA will work on the Social Science and Humanities Research Council (SSHRC) funded *Aging in the Right Place (AIRP)* Project.

**Project Descriptions:**

The AIRP Project includes a diverse team of researchers, community partners, community organizations, and older persons with lived experience of homelessness/housing insecurity. The team works collaboratively taking a community-engaged approach to understand what aging in the right place (AIRP) means for older persons experiencing/ at risk of homelessness (OPEH). As a member of the AIRP research team, you will play an integral role in this community engaged participatory research project.

**Start Date**: January, 2024

**End Date**: August 31, 2024 (with possibility of renewal).

**Hours**: 10- 15 hours/weekly [will be determined by configuration of position after the interview]

**Hourly wage:** $22.00 + 12% benefits

**Pay schedule:** bi-weekly (GRA must track and submit timesheets)

**Simon Fraser University Lead**:Dr. Atiya Mahmood

**Reporting**: The research assistant will report directly to Dr. Atiya Mahmood and work in close collaboration with the project coordinator.

***Responsibilities****:*

**Data Collection and Analysis**

* Assist with participant recruitment and scheduling of data collection
* Lead data collection (when needed)
* Help with data management and analysis (both Qualitative and Quantitative) following study protocol
* Support and guide undergraduate research assistants on their project activities in data management and analysis

**Knowledge Mobilization (KM) and Communications:**

* elCreate content for KM activities (e.g., blog posts, infographics, photovoice display) and help to post on social media platforms (e.g., Instagram, LinkedIn)
* Assist in archiving and sharing of information among members of the research team and relevant stakeholders
* Assist with organization of stakeholder and partner meetings, community forums or co-creation workshops
* Aid in preparation and development of conference presentation
* Help with academic manuscript development, revision, and submission

**Desired Skills, qualities and Software knowledge:**

* Microsoft office (e.g., Word, PPT, Excel) (Required)
* Strong English writing skills
* Familiarity with survey software such as Survey Monkey
* Experience using NVivo qualitative analysis software (this will be seen as a plus, but not required)
* Experience with digital communication platforms like Canva
* Spoken and writing Fluency in other languages (will be seen as a plus, but not required). Target language includes:
  + Chinese (Mandarin/Cantonese)
* Ability to work independently, as well as in multi-disciplinary teams
* Experience working or volunteering with older adults
* Due to the community-engaged nature of this work, flexibility from you will be required in terms of time and effort for data collection and community meetings

You will have access to a shared project workspace at SFU Harbour Centre and work from home is also an option. You will work primarily independently, but your direct supervisors are available to you for regular guidance and direction and the other members of the research team are available to you as well. Regular modes of team communication include: email, Asana, phone, Zoom, MS Teams, and face-to-face meetings. You will be invited to attend regular research team meetings, which are hybrid in format (Zoom and in-person).

**Deadline for application**: (12 midnight) December 20, 2023

Please send your application package (resume, one academic writing sample, one non-academic writing sample [blog post, Op-ed, infographic, or graphic illustration sample) to Project coordinator: Sogol Husseini ([sogol\_haji\_hosseini@sfu.ca](mailto:sogol_haji_hosseini@sfu.ca) and Cc. Project Lead: Dr. Atiya Mahmood ([amahmood@sfu.ca](mailto:amahmood@sfu.ca)) by the deadline.

**Interview**: We will contact you about your application and potential interviews between January 2th – 5th, 2024