



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

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# Job Board Posting



Careers.Indigenous.Link

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## RESEARCH COORDINATOR (II)

<b>Job ID</b>	<b>52515-9007</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=52515-9007">https://careers.indigenous.link/viewjob?jobname=52515-9007</a>	
<b>Company</b>	McMaster University	
<b>Location</b>	Hamilton, ON	
<b>Date Posted</b>	From: 2023-02-02	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Education

### Description

Should the successful applicant be a Unifor Unit 1 bargaining unit member, who meets the eligibility conditions of Article 19.02 of the Unifor Unit 1 Collective Agreement, then the Limited Term Assignment will be defined as a Career Growth Opportunity in accordance with Article 19 of the Unifor Local 5555 Unit 1 Collective Agreement. The Canadian Housing Evidence Collaborative (CHEC) is a national knowledge mobilization and capacity-building hub of a grant-funded, applied housing research network. CHEC's vision is to help Canada achieve housing solutions that meet the needs of a growing, urbanizing and aging population, maximize well-being, minimize environmental impact, accommodate diversity, strengthen public institutions, and facilitate stable and productive economies in a globalizing world context. CHEC brokers meaningful collaborations, strengthens housing research capacity and amplifies the impact of timely, relevant and rigorous research undertaken by research partners to inform policies, programs and initiatives that reflect National Housing Strategy priorities as well as citizen insights, values and housing experiences. CHEC is currently engaged in a number of research projects that involve municipal, provincial and federal housing research.

**Job Summary** The Research Coordinator (II) is responsible for applying specialized knowledge to initiate, implement, manage and coordinate moderate to large research projects.

**Purpose and Key Functions** Develop an implementation plan for research projects.

- Design promotional strategies and related materials to encourage participation and support for research projects.
- Perform quantitative analyses of research data.
- Interview study participants to gather qualitative and quantitative data.
- Facilitate focus group sessions with project participants.
- Coordinate and manage the collection, delivery, entry, verification, analysis, and reporting of data.
- Oversee the design and maintenance of databases, data collection forms, error checking methods, and related programs for collection, analysis, and reporting.
- Apply specialized knowledge and scientific principles to review, critically appraise and interpret published literature.
- Write sections of scientific papers, funding proposals, grants, and abstracts.
- Coordinate the activities of research staff and resources to ensure that projects progress in accordance with predetermined timelines.

- Develop estimates of time and resources for research projects.
- Use statistical software to analyze data and interpret results.
- Write data management and operations documentation for projects.
- Liaise between the project centre and remote project sites and personnel.
- Ensure that relevant research methodology is applied and all research material is handled in accordance with established protocols, policies, and procedures.
- Develop presentations and present information and training sessions to project personnel and project participants.
- Present at meetings, seminars, and conferences.
- Keep project participants informed of project progress through regular reports and newsletters.
- Implement and maintain research project budgets. Create financial projections and make adjustments to research project budgets throughout the fiscal year.
- Exercise appropriate controls, monitor, and reconcile accounts.
- Conduct literature searches.
- Supervision Provide lead hand supervision and is responsible for the quality and quantity of work of others.
- Ongoing responsibility for supervising up to 9 casual employees at any one time.
- Provide orientation and show procedures to others
- Requirements Bachelor's degree in a relevant field of study.
- Requires 5 years of relevant experience.
- Assets Experience with leading housing or public policy research projects
- Bilingual French/English
- Experience working in the sector including: housing research consulting, policy analysis, Housing NGO
- Experience supervising research staff

For more information, visit [McMaster University for RESEARCH COORDINATOR \(II\)](#)