



# 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.Link's 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.

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# Job Board Posting



Careers.Indigenous.Link

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## Researcher

<b>Job ID</b>	<b>CC-FF-23-9A-88-99</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=CC-FF-23-9A-88-99">https://careers.indigenous.link/viewjob?jobname=CC-FF-23-9A-88-99</a>	
<b>Company</b>	Ontario Federation Of Indigenous Friendship Centres	
<b>Location</b>	Toronto, Ontario	
<b>Date Posted</b>	From: 2021-04-21	To: 2021-10-18
<b>Job</b>	Type: Full-time	Category: Miscellaneous
<b>Languages</b>	English	

### Description

The OFIFC is an award winning leader in culture-based management providing innovative research, policy, training, and community development to 29 Friendship Centres and other urban Indigenous service providers across Ontario. Located in downtown Toronto, the OFIFC engages all levels of government and mainstream agencies.

OFIFC is a purpose-driven organisation which offers unique and challenging work. A rewarding and enriching career awaits if you are skilled at critical thinking, building relationships, take personal accountability for getting things done and enjoy working as part of a team to collaboratively solve problems.

#### Responsibilities:

To advance the OFIFC's research agenda, aimed at building Friendship Centres' self-sufficiency and self-determination in research, through strategic planning, designing and conducting research projects in accordance with the USAI (Utility, Self-Voicing, Access, Inter-relationality) Research Framework.

#### Supervision:

Employed by the OFIFC, responsible to the policies and directions as determined by the Board of Directors and under the direct supervision of the Executive Director, or designate. Daily supervision is designated to the Research Director.

#### Scope:

To plan, design and conduct research that is aligned with OFIFC's long-range strategic plan, ensuring adherence to USAI principles and meeting the needs of Friendship Centre communities.

#### Key Contacts/Relationships:

##### Internal

Communicates and collaborates with other workgroups for the purpose of exchanging and sharing information, integrating and collaborating. Works closely with the Research Director and Research workgroup.

##### External

Communicates with academic institutions and students to ensure the adherence to USAI principles, research procedures and the ethics review process. Builds relationships and communicates with governments, funders, and other stakeholders for collaboration and dissemination of research findings. Creates and fosters relationships with collaborators and consultants to ensure deliverables are on track and fall within the scope of research projects. Communicates and works closely with Friendship Centres, local communities and researchers, building local research capacity. Provides support, advice and training to other workgroups in research and evaluation capacity.

#### Key Responsibilities:

##### Research Planning, Conduct and Analysis (65%):

Promotes recognition of Indigenous research, ensuring all research projects are grounded in the USAI Research Framework and pass the OFIFC's ethics

Supports strategic research advocacy efforts, maintaining and developing relationships with research government agencies, academic institutions, funders, NGOs, and Indigenous research institutions to advance the OFIFC's research

Designs and uses USAI-appropriate methods and culturally-grounded research tools to plan for, organise and conduct research

Collects, extracts, organises, codes and analyses data to report on

Develops and produces innovative multi-media to report on findings promote OFIFC's

Prepares research-related publications for public

Gathers, classifies and assesses studies, reports and recommendations that are consistent with OFIFC's research priorities;

Develops new research grant proposals, including proposed research conduct, methods of engagement, data collection methods and

Prepares and participates in the delivery of research-related training and workshops for both internal and external

Participates on committees, networks, tables and working group academic institutions, governments, collaborators and

##### Field Support (30%):

Provides full and comprehensive research support, including research training as needed to Friendship Centres, local communities, local youth and researchers, collaborating with them on the ground;

Collects and analyses information on Friendship Centres' research needs and priorities;

Provides research and evaluation support to all other workgroups

Maintains correspondence and communication related to research;

##### Other (5%):

Develops, maintains and protects a comprehensive and accurate database of both paper and electronic records, meeting the objectives of the OFIFC research vision and according to the OFIFC's Research

Keeps abreast of useful information, resources, tools, academic and technological development in related fields to ensure research capacity is up-to-date;

Maintains and upgrades professional skills;

Promotes a healthy, safe work environment; and

Performs other duties, related to the position, as assigned by the Executive Director or designate

### **Experience**

Minimum of 5 yearsâ€™ experience working with Indigenous communities and/or agencies in a research capacity

Minimum of 2 yearsâ€™ experience undertaking research projects

### **Education Requirements**

Completion of post-secondary education relevant to social research; social sciences graduate preferred

### **Essential Skills**

Demonstrated knowledge of issues related to Indigenous peoples of Turtle Island in the context of Indigenous and mainstream research;

Ability to extract, collect, analyse and interpret both qualitative and quantitative data;

Exceptional abilities to build and foster relationships with Elders, Knowledge Keepers, urban Indigenous communities, academic institutions, scholars, governments, research agencies, funders and students;

Extensive experience in research, including Indigenous and non-Indigenous research paradigms, with strong and demonstrated skills to formulate research plans, design research conduct, and apply appropriate methods;

Proficiency in NVivo, STATA, SPSS and other research-related software and analytic programs;

Proficiency in data recording programs, software and devices;

Strong applied Analytical Thinking

Creative/Innovative

Time Management

Planning and Organising

Collaborative Team Player

### **Work Environment**

Work Environment:

Works in a safe and suitable office environment performing multiple tasks with simultaneous deadlines. Works within a team setting.

Working Hours:

Works a regular 40 hour work week. The job may require regular long distance and/or frequent local travel. Travel may be urgent and/or on short notice.

### **Additional Skills**

Core Competencies:

Culture - Takes personal responsibility to increase sensitivity, awareness and implementation of OFIFC's Neha (bundle) including foundational teachings and organisational practices in both professional conduct and work-related

Accountability - Takes personal ownership and responsibility for the quality and timeliness of work

Critical Thinking - Applies systematic, logical reasoning when addressing problems or situations in order to arrive at an appropriate solution or

Building Relationships and Strategic Partnerships - Builds, develops and sustains business relationships / strategic partnerships that are mutually beneficial, reciprocal and grounded in trust and It is recognising we are all interdependent and working towards the common good of the organisation.

Results Orientation - Accomplishes established goals, delivers the outcomes required and achieves the It includes the efficient and effective use of all resources (time, financial, people and technology).

Teamwork and Collaboration - Works collaboratively with others and addresses conflict in a win-win productive This includes a mindset of sharing with others whether it is knowledge, recognition, information and skills. Working towards a common purpose for the good of OFIFC and the communities of people it serves.

Communication - Effectively delivers information in a transparent, honest and clear It includes actively listening, comprehending and responding appropriately when interacting with people. It is about being respectful when expressing opinions and points of view.

### **How to Apply**

Click Apply Now!