

# Undergraduate Student Research Assistant

The Johnson Shoyama Graduate School of Public Policy (JSGS) is seeking an undergraduate student to provide assistance in gathering data for a community-centered research project focusing on developing permanent policy-making and evaluation capacity for the Northwest Saskatchewan communities of Beauval, Cole Bay, Jans Bay, Île-à-la-Crosse, and La Loche and possibly other communities in the region. An ideal candidate should come from the Northwest or North Saskatchewan.

**Nature of Work:** The student will work with and report to the project's Principal Investigator, Dr. Ken Coates, Professor and Canada Research Chair, and other members of the core research team that includes the Principal Investigator, full-time Research Specialists, and Postdoctoral Fellows. The student will work full time for three months from June 1 to August 31, 2018, will live in the region for the duration of employment, and will be expected to observe culturally based research protocols. The student is expected to join field trips with other researchers working on the project and should be able to travel in the region independently if required (i.e., they must have a driver's license). Field trips may require overnight stays with minimum living arrangements in remote communities.

**Typical Duties/Accountabilities:** The student will gather survey/focus group/interview data and will communicate with community leadership, local businesses, and residents in the process of collecting data while observing culturally based research protocols. The candidate will also assist in analyzing existing and newly acquired data from partner communities, code qualitative and quantitative data using appropriate research software, perform simple data analysis tasks at the request of the supervisor or other members of the core research team, and will help write reports summarizing the results of data gathering activities.

The student will be compensated at the current University of Saskatchewan hourly rate for undergraduate students ([https://working.usask.ca/documents/student\\_rates.pdf](https://working.usask.ca/documents/student_rates.pdf)). Approved travel and accommodation costs will also be covered.

## Qualifications

**Education:** Must be an undergraduate student currently enrolled at the University of Saskatchewan and must maintain this status throughout this employment. Ideally, the student would be in 3<sup>rd</sup> or 4<sup>th</sup> year and would be studying in a social science or humanities-based discipline.

**Experience:** No specific experience is required apart from the experience of performing educational and research duties of an undergraduate student. Personal experience of growing up in the North Saskatchewan or living there for extended periods of time is a major plus.

**Skills:** The ability to speak in an Indigenous language from Northern Saskatchewan is not essential but would be a significant benefit. The student should be able to communicate with diverse audiences and should be organized and reliable. Attention to detail is required. Ability to use MS Office or similar office software (e.g. LibreOffice) is required. Experience with software packages such as NVivo or SPSS is preferred but not necessary. If required and appropriate, the student will be trained to use research software utilized by the members of the core team.

This position is not in scope of any bargaining unit.

**Interested candidates must submit a resume and cover letter to:**

Dr. Ken Coates  
Professor and Canada Research Chair  
182 - 101 Diefenbaker Place  
Johnson Shoyama Graduate School of Public Policy  
University of Saskatchewan campus  
Saskatoon, SK S7N 5B8  
Telephone: 306-966-5136  
Fax: 306-966-1967  
Email: [ken.coates@usask.ca](mailto:ken.coates@usask.ca)

**About the Johnson-Shoyama Graduate School of Public Policy**

The Johnson Shoyama Graduate School of Public Policy (JSGS) was established in June 2007 as a collaboration between the University of Regina and the University of Saskatchewan. Since then, it has swiftly become one of Canada's leading policy schools for educating graduate students and public servants interested in improving public management and creating public value. Today, JSGS offers six graduate programs, six master's certificates, and a number of executive education options.

JSGS faculty members are highly engaged in teaching, research and writing that have an impact on issues affecting Canadians and the global community. Working together and alongside colleagues in the public service and industry, JSGS faculty have advanced knowledge related to *innovation, science and technology policy, social policy and inequality, and governance*. Together, they enrich the evidence base on which policymakers can draw in order to develop policies and programs that positively impact the needs of Canadians.