

Part-time Research Assistant

Overview of position

Activating Change Together for Community Food Security (ACT for CFS) is a 5 year (2010-2015) participatory research project of the Nova Scotia Food Security Network (NSFSN) and the Participatory Action Research and Training Centre on Food Security (PARTC-FS), and over 50 partner organizations who are committed to building Community Food Security in NS and beyond. Rooted in lived experiences, real community needs and innovative solutions, ACT for CFS amplifies and broadens conversation, research, and action to strengthen capacity for policy change.

The Knowledge Mobilization Working Group contributes to ACT for CFS by working with others in mobilizing knowledge gained within and beyond case communities to effect policy change. The Working Group identifies, develops and shares resources and tools in appropriate formats to achieve its goals of getting the right information to the right people in the right format at the right time. It is looking for a part-time Research Assistant to support its work.

Specific duties

- Work within a participatory action research approach with members of the working group and the broader project to organize and support objectives of the Working Group (e.g., working group minutes, planning meetings, coordinating documents, etc.);
- Support research activities (e.g., literature reviews, case studies, document preparation, etc.);
- Support the development of materials (e.g. knowledge mobilization toolkit) for the Working Group or the broader team;
- Liaise with others to coordinate activities;
- Other duties as determined by the Knowledge Mobilization Working Group.

Qualifications & Assets

- Bachelor's degree, with experience, or Master's degree, in a relevant field (e.g., health-related, evaluation, communications).
- Proficient in Microsoft Office (including Word, PowerPoint, Excel).
- Specific experience and/or interest working in community food security ;
- Strong communication skills, particularly an ability to engage with a range of stakeholders, including creating plain language and / or visual formats;
- Interest in, or experience of, participatory action research methods;
- Experience in working with communities;
- Interest in and some knowledge of knowledge mobilization approaches.



Community University
Research Alliance
**Activating Change Together
for Community Food Security**



Other Details

Reporting: This position will report to the Co-leads of the Knowledge Mobilization Working Group.

Location: The Research Assistant will be located at the Participatory Action Research and Training Centre on Food Security at Mount Saint Vincent University and/or the Department of Human Nutrition at St Francis Xavier University with some flexibility to work from home as appropriate.

Hours & Start Date: 10-12 hours per week. This contract runs from February 27, 2012 to June 29, 2012 with possibility of an extension.

Salary: \$14-18, depending on background and experience.

This research is supported by the Social Sciences and Humanities Research Council, under the leadership of Dr. Patty Williams, Principal Investigator and Co-Director, Mount Saint Vincent University and Christine Johnson, Co-Director, on behalf of the Nova Scotia Food Security Network. St Francis Xavier University is a partner for this project. For more information, please see www.foodsecurityresearchcentre.ca/ACTforCFS and www.foodsecurityresearchcentre.ca/videos.

How to Apply

Please prepare a cover letter (addressed to: *Selection Committee*) and résumé in **one** electronic file (pdf is preferred) and go to our online application process: www.foodsecurityresearchcentre.ca/actforcfs-jobs/
Only candidates selected for an interview will be contacted.

Closing Date: February 13, 2012

For More Information

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