Research Assistant II

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Grant & Trust Administrative & Technical

Research Assistant II

Department of Population Medicine, Ontario Veterinary College

Temporary full-time from August 2021 to August 2022

Hiring #: 2021-0406

Please read the Application Instructions [1] before applying

The Department of Population Medicine is looking for a dynamic and motivated individual to join a research program that is examining the role of relationship-centred veterinary medicine on the outcomes of veterinary care.

Reporting to Dr. Jason Coe, the Research Assistant will work closely with Dr. Coe and graduate students to support research and activities associated with the VCA Canada Chair in Relationship-Centred Veterinary Medicine. The VCA Canada Chair was established to support research that informs more sustainable approaches to the delivery of companion animal healthcare by taking a relationship-based approach to achieving stronger veterinary teams, better veterinary patient health outcomes and wider access to veterinary care.

The primary activities and responsibilities of this position include:

- Completing administrative tasks associated with the day-to-day activities of the research program
- Performing research-related activities (e.g., proposal development, data collection, data analysis, etc.)
- Developing educational materials to support knowledge dissemination activities
- Supporting website development and management
- Participating in the delivery of the medical communication program at the Ontario Veterinary College
- Supporting graduate and undergraduate student researchers

Requirements of this position include: 2-3 years of post-secondary education (MSc in Epidemiology preferred) and some related experience, or an equivalent combination of education and experience. The incumbent must possess strong problem-solving skills, the ability to work independently and have a high-level of attention for detail. Previous training or experience in qualitative and quantitative research, and experience with veterinary practice, will be an asset.

The skills we’re looking for:

- Exceptional written and oral communication skills
- Collaborative, self-motivated, resourceful, and organized
- Strong problem-solving skills
- Ability to take initiative on tasks
- Willingness to learn and apply skills
- Knowledge of qualitative and quantitative research methods
- Proficiency in Microsoft Office applications (Word, PowerPoint, Excel)
- Experience using the following computer programs will be an asset:
  - CampusPress
  - Articulate 360
  - Premiere Pro
  - Qualtrics
The ideal candidate is self-motivated, organized, resourceful, pays attention to detail and works well independently and as part of a team.

This appointment is regularly performed on-campus but will be initially fulfilled remotely (off-campus) until the University resumes its regular operations.

Classification
Grant/Trust fund position, Band B
GTAT (Grant & Trust Administrative and Technical) Salary Grid [2]

At the University of Guelph, fostering a culture of inclusion [3] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2021 08 11
Closing Date: 2021 08 25


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Links
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply
[4] https://www.uoguelph.ca/hr/page-category/current-opportunity