RESEARCH ASSISTANT POSTING

Centre for Sustainable Health Systems (CSHS)
Institute of Health Policy, Management and Evaluation

Position: Sr. Research Assistant
Number of vacancies: 1-2
Time Commitment: 10 hours/week
Duration: March/April 2021-April 2022
Salary: $30-$32/hour

Degree/credential level: Doctorate in progress
Tech resource requirements (for remote work): computer, internet, webcam, mic, phone

Description:

Situated within the Institute for Health Policy, Management and Evaluation (within the Dalla Lana School of Public Health) at the University of Toronto, the Centre for Sustainable Health Systems (CSHS) strives to lead and support local, national, and international efforts to improve the environmental and social sustainability of health systems. The Sr. RA will assist CSHS’ team in identifying, researching, and communicating opportunities for practice and policy change in pursuit of environmental sustainability, often in collaboration with health system partners. This position will be of particular interest to graduate students in the social sciences who hope to advance their skills in health policy, environmental policy, health studies (including science and technology studies), or health services research. An understanding of tools that can be used to quantify health system environmental impacts and evaluate sustainability interventions (such as life cycle assessment, waste audits, footprinting analyses, etc.) is not required but would be an asset.

Responsibilities:

Duties include identifying potential health partners, building partnerships, collating dossiers of evidence for various sustainability interventions via lit reviews and potentially interviews, coordinating meetings, promoting CSHS’ work via social media, and assisting in the planning of events.

Qualifications:

- **Education**: Working towards a doctorate in a relevant social science discipline (health services and policy research, environmental studies, geography, sociology, political science, anthropology, health studies, etc.).
- **Experience**: Familiarity with search engines and the process of conducting searches and literature reviews; Experience with qualitative research or health policy and environmental policy research an asset. Understanding of various analytical tools (and accompanying standards) designed to assess the environmental impacts of products and processes, and the ability to deploy those tools is a significant asset, as is a background in health-related environmental assessment and familiarity with relevant data sources.
• **Skills**: Skills in Microsoft Office applications and ability to master other applications (e.g., Endnote) as necessary; Comfort with computers and ability to troubleshoot on both Mac OSX and Microsoft OS platforms; Ability to work both collaboratively and independently; Organizational skills, especially setting priorities, managing time, attention to detail and accuracy; Interpersonal skills for relationships with potential collaborators and fellow team members; Planning and analytic skills; Written and verbal communication skills, including social media and marketing savvy. Quantitative analysis skills and an understanding of LCAs and other are assets.

**Application Materials:**

Applicants should submit: a cover letter clearly indicating their interest in the position, their relevant experience, and the date they are available to begin; a curriculum vitae, and; the names and e-mail addresses of two references.

Please send application materials to Nicole Simms at nicole.simms@utoronto.ca.

All applications are appreciated, however, only those candidates selected for interviews will be contacted.