Position: Research Assistant (casual)
Number of vacancies: 1
Time Commitment: 10-15 hours/week
Length of Contract: 6 weeks with the possibility of extending
Hourly Rate: $20-$30 per hour depending on qualifications
Tech resource requirements (for remote work): computer, internet, phone

As Research Assistant, you will play an important role in supporting a Ministry of Health (MOH)-funded health services research project that involves analyzing the medical transportation sector in Ontario. You will support a team of researchers by:

- Conducting an environmental scan
- Compiling data (may involve contacting external stakeholders)
- Formatting data in a tracking spreadsheet
- Assisting in the writing of reports, manuscripts, and scientific abstracts

QUALIFICATIONS AND SKILLS

- Ability to work independently and without direct supervision, problem solve technical and methodological issues that arise during the course of the research.
- Knowledge and experience in the use of computer software applications, including Microsoft Office programs.
- Strong interpersonal, verbal and written communication skills.
- Detail-oriented and able to meet tight deadlines.
- High level of professionalism, personal motivation, and self-management.

If interested, please submit a short email of intent, writing sample, and Curriculum Vitae to:

Rayna Crawford
Research Officer, Institute of Health Policy Management and Evaluation
IHPME | University of Toronto
Email: rayna.crawford@utoronto.ca

We thank all who apply, but only those selected for an interview will be contacted.