EMPLOYMENT OPPORTUNITY:
RESEARCH ASSISTANT

Position Type: 7 hours/week for 10 weeks (with opportunities to extend)
Rate: $25-40/hr (subject to qualifications)
Location: Ryerson University (some remote work possible)
Start Date: February 17, 2020

ABOUT YELLOWHEAD

The Institute is a First Nation-led research centre based in the [Faculty of Arts](#) **at Ryerson University in Toronto, Ontario.** Privileging First Nation philosophy and rooted in community networks, Yellowhead is focused on policies related to land and governance. The Institute offers critical and accessible resources for communities in their pursuit of self-determination. We also aim to foster education and dialogue on First Nation governance across fields of study, between the University and the wider community, and among Indigenous peoples and Canadians.

Our Mission: *Generating critical policy perspectives in support of First Nation jurisdiction.*

ABOUT THE POSITION

This research assistant will work with members of the Yellowhead operations team to support the Institute's core activities, with a focus on ensuring Yellowhead is responsive to community interests as well as developments in Indigenous law and policy.

Duties will include collaborating on the following:

● Primary and secondary research, and analysis, to support Yellowhead Briefs, reports and special projects;
● Contributing to Yellowhead's knowledge mobilization and communication strategies. This includes: engagement support to assess community research needs and interests; and dissemination support, and ensuring that Yellowhead resources are making their way into community forums;
● Monitoring the federal government;
● Tracking the impact of Yellowhead's work in media and policy networks;
● Supporting social media and email campaigns;
● Logistical, event planning, and scheduling support for Yellowhead initiatives.

Qualifications:

- Indigenous undergraduate, graduate, FNTI students, or community researchers are invited to apply;
- Education, work, and/or lived experience in Indigenous governance and policy contexts is required;
- An understanding of federal, provincial and territorial policy and law making processes and institutions;
- Demonstrated research and analytical skills and the ability to synthesize information into accessible formats such as databases and summaries;
- Proficiency in word processing and spread-sheet software, email, and social media platforms;
- Excellent communication and organizational skills with the ability to work in team settings and independently;
- Preference for applicants with strong community relationships;
- Ideally, applicants are located in or around Toronto.

HOW TO APPLY

Please email CV and one-page letter of interest to info@yellowheadinstitute.org by February 17, 2020. A community reference letter is not required but may also be requested.