



CHÉOS

Centre for Health Evaluation
& Outcome Sciences

St. Paul's Hospital
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Job title:	Research Assistant - Qualitative
Departments:	Centre for Health Evaluation and Outcome Sciences (CHÉOS) at Providence Research (PR)
Location:	St. Paul's Hospital, Vancouver, BC
Salary:	Salary commensurate with experience
Desired Start Date:	As soon as possible
Full/Part-time:	Part-time (20 hours/week)
Term:	The initial term of this role is expected to be at least one year in duration, renewable for a second year, should grant funding continue to be available
Application Closing Date:	Open until filled
How to Apply:	Interested candidates should email their resume with cover letter to hr@cheos.ubc.ca

Equity and diversity are essential to research and academic excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or a person who identifies as First Nation, Metis, Inuit, or Indigenous. CHÉOS welcomes a broad range of applicants and accommodations are available for candidates taking part in all aspects of the selection process.

Job Summary

The Health Economics MOdelling of plasma donation in CANada (HEMO-CAN) team is looking for a qualitative research assistant to join our team. HEMO-CAN is a mixed methods project that aims to understand the influences on plasma donation among current donors as well as non-donors.

The Research Assistant works closely with CHÉOS staff including physicians, epidemiologists, research nurses, research coordinators and assistants, data managers, biostatisticians, graduate students, and fellows.

Located at St. Paul's Hospital, CHÉOS is an interdisciplinary collective founded to pursue excellence in health outcomes research. In addition to conducting its own research, the Centre's other primary function is to offer methodological expertise to other researchers, including assistance with study design, statistics, health

economics, data management, and grant facilitation for both health outcomes research and clinical trials. The Centre consists of over 75 faculty members and 130-150 staff and research personnel.

Work Performed

The Research Assistant is responsible for providing assistance with on-going research studies, which will include opportunities to learn more about mixed-methods projects and qualitative research. Responsibilities include:

- Organise and plan interviews/focus groups and meetings.
- Prepare and manage data collection materials, such as consent forms, honourariums, and recruitment materials.
- Conduct interviews and focus groups using structured and semi-structured approaches – these may be virtual and/or in person depending on current health recommendations and the needs of participants.
- Assist with qualitative data analysis.
- Manage data, send files for transcription, and ensure all data are accounted for on the server.
- Help with periodic ethics amendments.
- Perform other related duties as assigned.

Supervision Received

Reports to Dr. Nick Bansback (PI) and Dr. Adam Easterbrook (Research Methodologist).

Supervision Given

This position does not include supervision of other staff.

Consequence of Error/Judgement

The Research Assistant is required to conduct all research activities in an ethical manner and with adherence to the Tri-Council Policy Statement concerning Ethical Conduct for Research Involving Humans. Any procedures or data recorded must be accurate and must accurately reflect the work performed. Strict confidentiality must be adhered to at all times. Inadequate documentation, organization, communication, and planning may adversely affect the image and reputation of CHÉOS, individual investigators, their respective Faculties or Providence Research. Error would be associated with the loss of investigator productivity and the potential loss of grant funding.

Working Conditions

The applicant will be working at CHÉOS located in St. Paul's Hospital and will be provided with appropriate workspace. Some flexibility for remote work arrangements (in line with PHC policy) may be provided. Travel to meetings and conference may be required from time to time.

Minimum Qualifications

The ideal candidate is a graduate student in a relevant discipline (e.g., social sciences, nursing). This position also requires the following:

- An understanding of qualitative research methodologies and analysis.
- Experience with qualitative data collection and/or analysis would be an asset.

- Exposure to social theories related to health inequality and/or social determinants of health.
- Excellent communication skills, especially related to conducting interviews/focus groups.
- Good writing skills.
- Ability to gather, record, and organize information efficiently.
- Ability to work independently as well as in a team environment.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

We thank all applicants for their interest in this position. Only those selected for an interview will be contacted.