

## **Job Posting – HR21-01**

**Job Title:** Footcare Project Assistant (Part-Time, Contract)

**Department:** Research and Innovation

**Start Date:** May 17 - August 20<sup>th</sup>, 2021 (14 weeks)

**Rate:** \$14.42 per hour

**Project Title:** Train-the-Trainer Solution to the Diabetic Foot-Care Crisis

### **Job Description:**

This project will seek to address and improve health care access and implementation by health care professionals at homeless shelters for individuals facing diabetic foot problems and we require support in various tasks throughout this role over the summer. The Footcare Project Assistant is a role that encompasses two roles (Research & Footcare Assessment Assistant) and is dependent on the work available with restrictions due to the pandemic. As a Research Assistant, the selected candidate will work remotely and meet regularly with the Research Project manager and other members of the research team through virtual software programs. As a Footcare Assessment Assistant, the selected candidate will enter homeless shelters and provide professional footcare assessments to their clients. We are looking for a motivated Footcare Project Assistant who is interested in supporting the pilot phase of the research project and is enthusiastically enrolled in one of the mentioned allied health programs at Niagara College and looking to assist vulnerable individuals with footcare assessments.

### **Duties and Responsibilities Include (but not limited to):**

- Creating research-informed resources, surveys, interview guides
- Preparing reports
- Supporting the project PI, project coordinator, and project partners
- Participating in meetings
- footcare assessment tasks (upon module completion and training provided)

Eligibility for this position includes being currently enrolled in one of these programs: OTA/PTA, ACP, PSW, PN, PCP within the faculty of applied health at Niagara College, and has some research experience and meets the below key competencies.

### **Key Competencies:**

- Currently enrolled as a student in OTA/PTA, ACP, PSW, PN, PCP at Niagara College
- Researching and analyzing data
- Familiarity with reading and understanding literature in the social sciences
- Exceptional report writing skills
- High level of organization and time management skills
- Ability to co-ordinate multiple tasks
- Experience with Microsoft Office applications (Excel, PowerPoint, Word)
- Detail oriented with respect to quality and accuracy
- Strong communication skills, both oral and written
- Capable of working independently, while being a collaborative member of the team
- Strong interpersonal skills
- Takes initiative to complete tasks and asks questions when required

- Demonstrated creativity in developing new ideas
- Uncompromised creativity in developing new ideas
- Understanding of basic healthcare skills
- Level of empathy and compassion for providing care to others
- High level of maturity and respect for vulnerable populations
- Willingness to provide foot assessments and health education to vulnerable populations (training provided)
- Experience with research an asset
- Experience with vulnerable populations an asset

**Working Conditions:**

- On-campus/remote work for research tasks
- At a shelter in the Niagara Region for the footcare assessment tasks
- Potentially 8 hours per week dependent on amount of work available and time required to complete research tasks and restrictions from pandemic if able to enter the shelter
- Hours can range from 8:30am – 4:30pm, preferably; however, work hours can be flexible and arranged with the Research Project Manager as needed. Hours also dependent on shelter availability to receive us on-site. Typically, this would be Tuesday mornings from 9am-12pm
- Evening and weekend work may be required to complete research tasks, specifically.

Please email your cover letter and resume to [researchjobs@niagaracollege.ca](mailto:researchjobs@niagaracollege.ca) by **Friday, May 28, 2021 at 12pm**. We appreciate all applications received, however only those candidates selected for an interview will be contacted.