

## **Job Posting – HLT 0923**

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

**Department:** Research and Innovation

**Start Date:** September 2023 – March 2024

**Rate:** \$16.74 per hour

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

### **Job Description:**

This project seeks 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 administrative and research support in various tasks throughout this role over the fall and winter semesters. Since 2020, Niagara College health students have been providing foot care assessments to clients at homeless shelters. Here, our goal is to educate the underhoused on proper foot care, as well as to connect them to community resources and health care professionals for completing the circle of care. The Footcare Project Research Assistant is a role that is remote and flexible, therefore work can be done from home at your own time. As a Footcare Project Research Assistant, the selected candidate will work remotely (approximately 10 hours per week) and meet regularly with the Research Project Manager and other members of the research team virtually. We are looking for a motivated Footcare Project Research Assistant who is interested in supporting the last phase of the research project and is enthusiastically enrolled as a student in any program at Niagara College as we grow the footcare clinic to more shelters across the Niagara region and potentially across the province.

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

- Supporting the project PI, project manager, and project partners
- Conducting online research
- Developing rapport and connecting with project partners, potential partners, post-secondary institutions, and non-for-profit organizations and services that support the underhoused
- Creating and preparing reports on findings in attempt to boost sustainability of initiative
- Pull data from previous semesters (pre- and post- surveys from students) to collate findings
- Develop template of this initiative for future communities and post-secondary institutions to utilize
- Participating in virtual meetings
- Assist in locating funding opportunities and grant applications
- Potential for writing and publication in peer-reviewed journals

Eligibility for this position includes current enrollment as a **student in any program** at Niagara College, research experience an asset, and meets the below key competencies.

### **Key Competencies:**

- Currently enrolled as a student in any program at Niagara College (with preference to a student in health, community, academic, and business studies)
- Completion of a university degree preferred, but not required
- 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
- Familiarity with reading and understanding literature
- 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)
- Demonstrated creativity in developing new ideas
- Research experience is an asset

**Working Conditions:**

- Remote work
- Potentially 10 hours per week dependent on amount of work available
- Hours can be flexible and arranged with the Research Project Manager as needed
- Occasional virtual check-in meetings with Research Project Manager and other members of the team

Please email your cover letter, resume and current class schedule to [researchjobs@niagaracollege.ca](mailto:researchjobs@niagaracollege.ca) by **Wednesday, September 20, 2023**. We appreciate all applications received, however only those candidates selected for an interview will be contacted.