



About the Samara Centre for Democracy

The Samara Centre for Democracy is a non-partisan registered charity dedicated to realizing a resilient democracy with an engaged public and responsive institutions. Our research and programs make us a go-to resource for active citizens, public leaders and the media.

Role Summary

The successful candidate will be responsible for inputting qualitative data, including interviews, surveys, audio visual material and journal articles, into a new NVivo project. The Research Assistant will collaborate with the research team in analyzing the qualitative data, and will be responsible for coding the data in NVivo. They may also be asked to run queries and gather specific data at the request of the research team. They may also participate in the preparation of manuscripts, reports and presentations.

- Reports to: Research Manager
- Job type: Part-time with 5-10 hours of work per week from January to May 2023.
- Salary: \$25/hour

Qualifications

- Currently enrolled or graduated with a masters-level degree in a social science or humanities discipline (e.g. sociology, anthropology, public policy, history)
- Familiarity with using the latest NVivo software, including coding and running queries
- Strong interpersonal skills
- Excellent oral and writing skills
- Excellent attention to detail
- Interest in democratic participation and civic engagement

How to Apply

Applications should include a curriculum vitae and cover letter explaining how your background relates to the Samara Centre's work. **Applications will be accepted on a rolling basis until January 31, 2023.** [Apply here.](#)

The Samara Centre is committed to a diverse, equitable and inclusive workplace in which everyone is welcomed, valued, and supported. Please advise of any accommodation measures that would enable you to be interviewed in a fair and equitable manner. If you are a member of an equity deserving community we encourage you to self-identify in your application. Information received in relation to identity or accommodation will be kept confidential.