

POSITION TITLE

Positive Spaces Research Coordinator

PROJECT SUMMARY

North Bay lacks any central Service Provider Organizations (SPOs) for LGBTTTQIA+ persons and offers few specialized services. There is also no local population data or assessment of service needs for the local LGBTTTQIA+ community. In addition, LGBTTTQIA+ newcomers and refugees experience additional challenges of language, cultural differences, immigration experiences, and possible trauma.

As a result it is an ongoing challenge for local LGBTTTQIA+ persons to be recognized by SPOs as a population to serve and prioritize, and to access safe/inclusive services.

This project will explore what local LGBTTTQIA+ persons need from North Bay SPOs to receive appropriate, safe, inclusive, and meaningful support and services. This project will also place local LGBTTTQIA+ persons lived experiences, opinions and recommendations at the center of our research.

Based on the North Bay & District Multicultural Centre (NBDMC) designation as a positive space, our profile in the community, and current referrals despite lack of service, we are well positioned to lead this research. This project will fall under the North Bay Newcomer Network's (NNN) mandate and management.

POSITION SUMMARY

The research coordinator will be responsible for the overall management of the research project. This includes community outreach, a marketing campaign, engagement of research participants, recruiting members for the project advisory committee, a gap analysis of local services, and a LGBTTTQIA+ community needs assessment.

The research coordinator will plan, conduct, and collect data from online/paper surveys, focus groups, and interviews. At the conclusion of the project the research coordinator will organize a community consultation where they will present their findings and recommendations.

Working within the project guidelines and mission of the North Bay Newcomer Network, the research coordinator will be accountable and responsible for specific deliverables as assigned. This position will report to, as well as receive guidance and support from the North Bay Newcomer Network Coordinator.

**LGBTTTQIA+ = lesbian, gay, bisexual, trans*, two-spirit, queer, intersex, and asexual*

This is a 12-month contract with a 35-hour work week at \$20.00 hourly.

Start date: Monday, September 11th, 2017

QUALIFICATIONS

- Post-Secondary Diploma or Degree
- Experience working with members of LGBTTTQIA+ communities
- Experience working with refugees and newcomers to Canada
- Depth and breadth of knowledge about the LGBTTTQIA+ community
- Depth and breadth of knowledge about refugees and newcomers to Canada
- Depth and breadth of knowledge of creating positive and safer spaces
- Knowledgeable in a variety of research methods
- Research experience

Essential Skills

- Experience coordinating projects and events
- Ability to prioritise work and manage numerous tasks simultaneously
- Self-direction and ability to take initiative
- Strong written, verbal, and interpersonal communication skills
- Demonstrated interest in social justice issues
- Understanding of, and commitment to, anti-oppression work
- Experience in cross-cultural communication
- Intermediate to advanced computer skills (using a variety of programs)

Other Assets

- Knowledge of a wide variety of social issues
- Experience working in coalitions or networks of organizations
- Excellent presentation skills
- Ability to work flexible hours
- Bilingualism is an asset

Deadline for applications is noon on August 23, 2017.

Any submission received after that time will not be considered.

Please email your cover letter and résumé to:

Meg Ramore
NNN Coordinator
North Bay & District Multicultural Centre
Email: megramore@nbdmc.ca

Only those applicants selected for an interview will be contacted. Interviews will be conducted shortly after the application closing date.

NBDMC and NNN welcomes the contributions that individuals from marginalized communities bring to our organization, and invites individuals from the following groups though not limited to: refugees and newcomers to Canada, members of the LGTTQIA+ community, Indigenous people, people of colour, members of ethnic minorities, immigrants, and people with disabilities, to apply.

We encourage applicants to describe the contributions and experiences they, as individuals who identify with marginalized communities, would bring to NBDMC and NNN in their cover letter.



NBDMC and NNN are LGBTQ2S+ Positive Spaces

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