

## McCreary Centre Society

Job title: **Evaluation and Research Analyst**

Term: Initially funded for 12 months

Reports to: Director of Evaluation	Supervisory responsibilities: Support practicum students and Youth Research Academy participants as needed
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Hours of work: 37.5 hrs per week – may include occasional evenings and weekends	Salaried /Hourly: Hourly
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Location: This position is primarily based at McCreary's office but may require some travel within the Lower Mainland	Office Base: 3552 East Hastings Street, Vancouver, BC
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Primary role: Support McCreary's Director of Evaluation to effectively coordinate, facilitate, and complete independent and in-house evaluations.
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<p>Job roles and responsibilities:</p> <ul style="list-style-type: none"><li>• Complete data collection, data entry, analysis, and report preparation for independent and in-house evaluation projects</li><li>• Coordinate, facilitate and document focus groups and interviews with diverse groups of youth</li><li>• Assist with the production of community-friendly research materials</li><li>• Conduct literature reviews</li><li>• Support the Youth Research Academy on youth-led or youth engaged evaluation projects</li><li>• Support practicum students as needed</li><li>• Analyze BC AHS and other data using SPSS for Windows</li><li>• Any other research and evaluation duties as required</li></ul>
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Job qualifications/requirements:

- Master's level education in a health science or social science field
- Graduate coursework in evaluation and/or research methods and statistics
- Experience working with SPSS for Windows
- Knowledge of quantitative and qualitative research and evaluation methods
- Experience working as a Research Assistant or evaluator
- Strong organizational skills
- Strong facilitation and interview skills
- Able to work independently and as part of a team
- Knowledge of youth health issues and research
- Experience working with diverse groups of youth including marginalized youth
- Awareness of needs of diverse youth populations and communities
- Excellent verbal and written communication skills
- Basic computer skills
- Organized, flexible, and adaptable
- Committed to supporting Truth and Reconciliation and to working in a trauma-informed and culturally responsive manner

Other requirements:

- Valid driver's license: No
- Access to vehicle: No
- Criminal record check: Yes
- First Aid certification: Yes