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Posting ID : 9572

Apply By : 7/17/2018

Position Title : Indigenous Research Coordinator

Department : Office of Indigenous Initiatives/Office of Research Services

Job Type : Full-time, Limited Term

Campus : Waterloo

Reports To : Senior Indigenous Advisor and the Director of the Office of Research Services

Position Summary : At Laurier, we are a community. It's what brings our students here and what keeps our people here.

As an educational institution, we inspire lives of leadership and purpose in our student community. As an employer, we seek, foster and value the same qualities of leadership and purpose in our employee community.

We currently have an opportunity to join the Laurier community as an Indigenous Research Coordinator.

The Indigenous Research Coordinator provides expertise and service to assist and enhance Indigenous research at Wilfrid Laurier University. Reporting to the Senior Indigenous Advisor and the Director of the Office of Research Services, (ORS) the Indigenous Research Coordinator supports the development of Indigenous research within the Laurier community by: 1) providing support to faculty as they engage in Indigenous research; 2) supporting Indigenous faculty members as they engage in research 3) facilitating culturally appropriate ways of engaging Indigenous communities and providing expertise in research engagement with Indigenous communities, organizations and networks; 4) developing relevant workshops and instructional supports to support Indigenous research; 5) working closely with colleagues across the institution to assist in building capacity around Indigenous research and 6) supporting the activities of the Research Ethics Board (REB)

This position has a university-wide mandate and is based on the Waterloo Campus. The incumbent provides expertise to all campuses, requiring regular interpersonal interactions and collaboration with departments at the Waterloo, Brantford and Kitchener Campuses, as well as the Toronto office and external partners. Special attention is given to ensure equitable service delivery across all locations.

Accountabilities : General Accountabilities

- Conduct an internal scan of Indigenous-focused research at Laurier;
- Design, develop, and deliver workshops and training to faculty and staff in the use of best practices that support Indigenous research
- Advise and support Indigenous faculty on the development of their research programs through identifying funding opportunities and working with ORS Research Facilitators on grant submissions
- Practice culturally appropriate ways of engaging Indigenous communities and provide expertise in research engagement with Indigenous communities, organizations and networks;
- Coordinate the development and implementation of Indigenous knowledge and practices into Laurier's research activities;
- Foster a strong internal network of indigenous-focused research stakeholders at Laurier, to maximize the impact of community research engagement activities. This includes participating in relevant committees and working groups;
- Promote research by bringing together the expertise of Indigenous individuals, communities, organizations, and networks with that of the academic community, to engage in work that meets goals and objectives that is specified by and meaningful to both Indigenous and academic individuals and groups;
- Consult with communities to identify community research needs, connecting them, where possible, to relevant Laurier stakeholders;
- Provide a strategic and coordinating role to improve access between the University and the various Indigenous communities it serves in a research capacity;
- Make recommendations on strategic opportunities for major partnerships or projects including assessing required planning, resources, timelines, and potential impact.
- Advises colleagues and faculty members on matters pertaining to Indigeneity

Research Ethics Support:

- Function as an ad-hoc member on Laurier's Research Ethics Board (REB), review ethics proposals for research involving

- indigenous peoples and communities;
- Assist researchers in working with community research ethics boards; and
- Develop training resources, guidelines and protocols on the ethics of conducting research involving diverse Indigenous communities.

Qualifications :

- Master's degree in Indigenous studies or other related field
- Minimum of two years of related work experience in higher education
- From one of the constitutionally recognized Indigenous peoples of Canada (First Nations, Metis, and Inuit)
- Experience conducting research
- Experience working with Indigenous community groups
- Evidence of an advanced level of tact in addressing sensitive issues with multiple stakeholders
- Knowledge of the highly political nature of Indigeneity and Indigenous issues and experience in navigating difficult conversations towards positive outcomes
- Able to effectively communicate expertise with Indigenous-focused research to faculty and staff
- Experience with mentoring, mediation, and negotiation
- Superior organizational, project management, communication (written and oral), and self-management skills
- Demonstrated ability to work independently and collaboratively in a team or project setting
- A client-oriented, research-informed, evidence-based, outcomes-centered approach to practice
- Proficiency with Microsoft Office products

Grade : WLUSA-08

Salary : \$33.33 - \$39.23

Salary Notes : This is a full-time, limited term position from August 1, 2018 to July 31, 2019.

This position is not eligible for educational equivalencies.

Please Note : This position is represented by the WLU Staff Association bargaining unit.

Please submit a cover letter and resume.

Wilfrid Laurier University endeavors to fill positions with qualified candidates who have a combination of education, experience, skills and abilities to successfully perform the duties of the position while demonstrating Laurier's [Employee Success Factors](#).

Diversity and creating a culture of inclusion is a key pillar of Wilfrid Laurier University's Strategic Academic Plan and is one of Laurier's core values. Laurier is committed to increasing the diversity of faculty

and staff and welcomes applications from candidates who identify as Indigenous, racialized, having disabilities, and from persons of any sexual identities and gender identities. Indigenous candidates who would like to learn more about equity and inclusive programming at Laurier are welcomed to contact the Office of Indigenous Initiatives at jbecker@wlu.ca. Candidates from other equity seeking groups who would like to learn more about equity and inclusive programming at Laurier are welcomed to contact the Diversity and Equity Office at diversity@wlu.ca. We have strived to make our application process accessible however if you require any assistance applying for a position or would like this job posting in an alternative format, please contact Human Resources at 519-884-1970 ext.2007 or hr@wlu.ca.

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