



JOB DESCRIPTION: Junior Ground Search Researcher

Position Title: Junior Ground Search Researcher

Reports to: Ground Search Data Analyst

Compensation & Classification: Contract \$50,000.00 - \$60,000.00

Contract position 1 year with the
possibility of renewal

Requires travel, some weekends and evenings.

Organization Description: The Survivors' Secretariat was established in 2021 to organize and support efforts to uncover, document and share the truth about what happened at the Mohawk Institute, Indian Residential School during its 140 years of operation.

Job Description:

The Junior Ground Search Researcher supports the day-to-day technical and collaborative work involved in the analysis of ground search on the grounds associated with the Mohawk Institute Indian Residential School. Working under the direct supervision of the Ground Search Analyst, the Junior Analyst will assist in data collection, processing, documentation, and data mapping.

Duties & Responsibilities:

- Assist in the review, processing, and documentation of completed GPR grid data and other ground search datasets.
- Help maintain accurate tracking systems for completed survey grids and data entry into Secretariat databases.
- Support the creation and updating of interactive georeferenced maps using ArcGIS and related Esri software.
- Participate in data download, backup, and security processes in line with Indigenous Data Governance protocols.
- Provide regular progress updates to the Manager of Ground Search Analyst.
- Assist in the development of training materials, manuals, and educational resources related to ground search technologies and protocols.
- Support the preparation of reports, presentations, and documentation as directed.



- Participate in meetings with Survivors' Group, Board of Directors, technical partners, and community stakeholders as requested.
- Engage in mandatory, confidential wellness and mental health processes to support personal and team healing.

Minimum Qualifications and Experience:

Education

- Bachelor's degree (or in final year of study) in a relevant field such as:
 - Anthropology
 - Archaeology
 - Geophysics
 - Geography / Geomatics
 - Environmental Science
 - Indigenous Studies (with strong technical component)
- OR an equivalent combination of education and directly related experience in ground search technologies and GIS.

Experience & Knowledge (Assets)

- Previous experience or coursework involving GIS, data analysis, or geophysical survey technologies.
- Experience working in an Indigenous organization or community setting.
- Knowledge of the Indian Residential School System, the Truth and Reconciliation Commission of Canada and its Calls to Action, the history of the Mohawk Institute, and work related to unmarked burials.
- Understanding of trauma-informed care and intergenerational impacts of residential schools.
- Demonstrated cultural awareness, including respect for Haudenosaunee protocols, ceremony, and Indigenous Data Sovereignty.

Personal Attributes & Competencies

- Strong interest in learning and growing within a mentorship environment.
- High level of cultural sensitivity, respect, and commitment to Indigenous-led processes.
- Excellent interpersonal, communication, and teamwork skills.
- Ability to work independently and collaboratively in a multidisciplinary team.



SURVIVORS' SECRETARIAT

- Strong organizational skills and attention to detail.
- Capacity to manage multiple priorities and deadlines.
- Willingness to participate in mandatory wellness and mental health support processes.
- Ability to maintain strict confidentiality (must sign and abide by a non-disclosure agreement).

Additional Requirements

- Preference will be given to candidates who are **intergenerational Survivors** or have strong personal/family/community connections to the Indian Residential School System.
- Must be comfortable working in outdoor field conditions when required.
- Valid driver's license and access to reliable transportation are considered an asset.

This position offers a unique opportunity to develop specialized technical skills in a meaningful, culturally grounded context while contributing directly to truth, healing, and reconciliation efforts for Survivors and impacted communities.