

Société Alzheimer Society

C A N A D A

Opportunity to Contribute to Alzheimer Society of Canada Research & Knowledge Translation and Exchange

Research Assistant Position

The Research Assistant will work with the Research & Knowledge Translation and Exchange (KTE) team at the Society, focusing on the national dementia guidelines development, population health research, and other research activities within the organization. The Research Assistant will report to the Director of Research & KTE at the Society.

The Research Assistant will be responsible for supporting the research and KTE activities at the Society. This will include: working with a team of 6-8 research and KTE experts; communication among team members and partner organizations; leading scoping reviews and environmental scans; writing, maintaining and updating project documents; data analysis; support in developing research grant applications and manuscripts; and the carrying out of KTE activities. The activities will include adhering to plain language standards, creating resources for different ethnic and cultural groups, and designing approaches to be used both by individuals and organizations. Other responsibilities include:

- Working with numerous methods experts, people living with dementia, caregivers, clinicians, faculty, policy makers
- Managing and responding to project related email
- Attending project meetings and meetings with external partners
- Preparing progress reports

Qualifications

- 5-years experience in research and KTE
- Experience with guideline development/decision aids/KTE preferred
- Graduate degree in epidemiology/health research methods, health sciences, clinical guideline development, gerontology, dementia studies, and/or other pertinent areas.

Terms of Employment

The Research Assistant position is a **full-time remote opportunity (35 hours/week) for a 6-month contract**. Prospect for future work past 6 months is dependent of performance and availability of funds. The candidate is expected to work independently, but also in close collaboration with the Research &KTE team at ASC.

- Full-time (35 hours/week) for 6-months
- Expected to work independently, remotely, but also in co-ordination with R&KTE team
- Compensation will be based on comparable positions in ASC.

Interested candidates

Please submit your resume and cover letter to: jguimond@alzheimer.ca