



Research and Data Coordinator Part-Time Contract

JOB SUMMARY

Are you creative and passionate about health promotion? Then we want you to join our team! Reporting to the Vice President of Health Promotion & Government Relations, the Research and Data Coordinator will help with research and evaluation of programming data for various projects including Youth4Change, kNOw vaping school resources, and our Sask Quits campaign. The successful applicant will be responsible for research, evaluation, data collection and analysis of Health Promotions programs.

Three of the major programs that the Research & Data Coordinator will be involved in are Youth4Change, kNOw vaping school resources, and our Sask Quits campaign.

The Youth4Change program is a community/youth-led advocacy and education initiative through a partnership with the Students Commission of Canada and File Hills Qu'Appelle Tribal Council. Through a multipronged approach that includes education and prevention, cessation, and policy advocacy initiatives, the project targets youth and young adults to increase awareness and decrease the uptake of smoking and vaping rates among First Nations youth. In 2022, the project is implementing the pilot phase of the program with six First Nations communities in Saskatchewan. This will include data collection analysis of data to inform the project.

The *kNOw Series* of school resources includes curricula-based resources, information guides on health effects and laws, videos, and classroom activities regarding vaping. The kNOw vaping resources are being implemented in schools across Saskatchewan with an evaluation plan to understand the effectiveness, the impact and quality of the kNOw vaping resources.

SaskQuits is a month-long campaign that takes place in May. The campaign is directed at individuals who are interested in reducing or quitting tobacco and nicotine products. This virtual support program offers peer to peer support, educational wellness webinars and incentives for success.

RESPONSIBILITIES

- Conduct data analysis of pilot projects including Youth4Change and kNOw Vaping resource pilot.
- Create impact report content for pilot project evaluations for Youth4Change partners, communities and stakeholders.
- Execute reporting and monitoring mechanisms that track the progress and overall effectiveness of HP programs.
- Analyze effectiveness of health promotion initiatives and report on progress internally and externally.
- Assist with evaluation and impact reporting for SaskQuits campaign.
- Meet assigned deadlines for evaluation and reporting.
- Maintain current, evidence-based knowledge of respiratory health.
- Adhere to all internal Lung Saskatchewan policies, procedures, and guidelines.
- Other duties as assigned.

QUALIFICATIONS/EDUCATION/EXPERIENCE

- Minimum of 2+ years of post-secondary or training in a health, education, and/or research setting or an equivalent combination of education, training and experience.
- Research and data experience considered an asset.
- Experience in a health-related field considered an asset.
- Proficiency in using Microsoft Office applications.
- Proficiency in data analysis software considered an asset.

KNOWLEDGE, SKILLS & ATTRIBUTES

- Excellent oral and written communications skills. Comfortable presenting to a variety of audiences and ensuring material is adapted to the audience.
- Excellent analytical skills.
- Knowledge of research methods and data analysis.
- Knowledge of research ethics considered an asset.
- Knowledge of health promotion strategies and engagement.
- Ability to work collaboratively within a team and independently with minimal supervision.
- Adaptable and flexible.
- Confident self-starter with strong propensity for organization ability to manage multiple priorities.

HOURS

- Part time casual hours (15-20 hours/week). Our office is located in Saskatoon, SK and work from home options can be negotiated.

JOB TYPE

- This is a part-time casual contract position for six months, with the possibility of extension.

START DATE

- Start date ASAP.

APPLICATION DEADLINE

Please submit cover letter, resume, and salary expectations to Jennifer May, VP of Health Promotion & Government Relations via email at youth4change@lungsask.ca by midnight on March 20, 2022. Interviews will take place the week of March 21, 2022. We thank all applicants for their interest; however, only those selected for further consideration will be contacted.

About Lung Saskatchewan

At Lung Saskatchewan we work hard every day to deliver our mission to improve lung health one breath at a time. Today, we fight for the 1 in 5 people in Canada affected by lung diseases such as asthma, chronic obstructive pulmonary disease, pulmonary fibrosis, lung cancer, and now COVID-19.

Thanks to our work, Saskatchewan has seen tremendous strides in lung health education, research, health promotion, and advocacy. It is through these four priorities we are able to offer best-in-class, timely, and relevant education opportunities to all of our stakeholders.

At Lung Saskatchewan we are committed to investing in lung health research happening in Saskatchewan, and we work to advance lung health priorities at the municipal, provincial, and federal level. Our programs and services focus on protecting lung health, preventing lung disease, and ensuring that the resources are available for people who need them.