



## Job Posting: Community Based Researcher and Data Analyst

### Conditions

- 6 month employment contract with possibility of extension
- 35 hours per week at \$50,000 per annum pro-rated to six months
- Some evening and weekend work required

This is a six month employment contract with possibility of extension subject to funding and successful performance evaluations.

### Background and Context

This is a full time position for six months to assist our Geographic Information System specialist on a range of data projects. The primary project will be to help develop an Ottawa Neighbourhood Equity Index (NEI). The NEI is a tool to assess and compare inequities and opportunities at a neighbourhood level on factors impacting wellbeing. The purpose of the tool is to assist decision makers and community organizations in developing plans to reduce inequities, leading to more equitable outcomes across neighbourhoods. It also allows for better identification of systems-level issues and can inform resource allocation. The NEI presents evidence-based data providing an indication of wellbeing at the local neighbourhood level. It is based on the World Health Organization (WHO)'s Urban HEART (Health Equity Assessment and Response Tool) framework.

### Duties and Responsibilities

The "Community Based Researcher and Data Analyst" is responsible for the gathering, formatting and analysing the data relevant to the project. The responsibilities include data visualisation and research assistance.

### Duties include:

- Acquire and organize data from internal and external partners
- Perform data manipulation and data analysis tasks, including spatial analysis / geo-processing
- Generate high quality cartographic products as well as related graphs, charts and data tables using digital mapping and visualizing tools
- Prepare documentation and communication products (e.g., technical design documents, model documents, MS PowerPoint presentations etc.)
- Conduct literature review and other research in support of the project
- Provide updates on progress made to manager(s) on a regular basis

### Requirements

- Excellent ability to work with data, including data gathered by and from agencies (especially qualitative)
- Advanced Excel skills such as formatting, creating formulas and graphs
- Very good knowledge of analyzing datasets using statistical programs (Excel, XLSTAT SPSS, SAS etc.)

150 Gloucester St, Ottawa, Ont. K2P 0A6

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<https://www.spcottawa.on.ca/>



- Very good community based research skills
- Very good skills in writing documentation and communication products
- Some knowledge of data visualization
- Well organized with a demonstrated attention to detail
- Ability to work in a group or independently
- Good knowledge of basic computer programs
- Some understanding of project management skills
- Relevant education or comparable experience

### **Assets**

- Significant assets
  - Experience using Geographic Information Systems (GIS) software for spatial data analysis (QGIS, ArcGIS, etc.)
  - Understanding of / experience with web-based mapping
  - Very good knowledge of cartographic design and mapping principles
  - Web design
- General assets
  - Ability to work in English and French
  - Good understanding of population health and/or social issues
  - Experience with knowledge mobilization strategies with population health and social service stakeholders
  - Experience in program evaluation

### **Method of Application:**

Please send cover letter and resume by March 25, 2019, 5:00 p.m.

E-mail to: [office@spcottawa.on.ca](mailto:office@spcottawa.on.ca), or

Or online at: <https://charityvillage.com/app/job-listings/025ef891-5244-e911-80da-14187768272a>

Mail or drop off to: 150 Gloucester St, Ottawa, Ont. K2P 0A6

We regret that we cannot answer inquiries or phone calls about this position. The Social Planning Council is an equal opportunity employer and encourages applications from members of equity seeking groups.

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