



Research Assistant

ORGANISATION OVERVIEW

Scarborough Food Security Initiative (Feed Scarborough) is a community driven and led charity in South Scarborough focused on Food Insecurity and Poverty in the region. Born out of the 2020 pandemic, Feed Scarborough has three levels of approach to Food Insecurity. The “Urgent Need approach (We run 6 Food Banks, Mobile Soup Kitchens, Farmers Market and Covid Vaccine awareness Programmes), The “Long Term Sustainable” approach (We run business incubation programme for our clients, Culinary and Hospitality training programme for Youth, Community Gardens and training on growing sustainable food), The “Systemic” approach (We realize that we can never solve the food insecurity problem without significant policy change. Food is a Human Right in Canada, and we need our governments to uphold the commitment that Canada made over 50 years ago. Currently we serve over 7500 community members every week through our programmes.

ROLE OVERVIEW

The Research Assistant at Feed Scarborough plays a crucial role in advancing the organization's mission of achieving food security and reducing poverty in the community. Tasked with conducting research initiatives, particularly focusing on surveys administered to food bank clients, the role encompasses various responsibilities aimed at informed decision-making and program development. The Research Assistant is expected to contribute to the identification of community needs, support long-term impact programs, and collaborate with the research team for effective and data-driven interventions.

Position Responsibilities:

- Formulate comprehensive surveys to systematically collect pertinent data from food bank clients and residents within the community.
- Ensure the ethical administration of surveys, adhering to principles of confidentiality and respect for respondents.
- Execute meticulous data collection methodologies, employing surveys, interviews, and other appropriate techniques.
- Utilize statistical tools and qualitative analysis methods to rigorously analyze gathered data, thereby extracting meaningful insights.
- Scrutinize community dynamics to discern existing gaps in services related to food security and poverty reduction.
- Provide critical input in the assessment of community needs, contributing valuable insights to the strategic planning process.
- Contribute to the design and implementation of research projects aimed at evaluating the effectiveness and sustainability of the organization's programs.
- Engage in constructive collaboration with team members to assess emerging community needs and develop targeted research strategies.



- Contribute to the creation of comprehensive reports and presentations based on research findings.
- Demonstrate unwavering dedication to advancing the mission and objectives of Feed Scarborough through impactful and ethical research practices.
- Handle any other tasks or special projects as assigned by the supervisor.

KEY SUCCESS FACTORS

- Research Methodology Proficiency
- Strong Data Analysis Skills
- Effective Communication
- Community Sensitivity
- Team Collaboration
- Ethical Standards Adherence
- Problem-Solving Ability
- Time Management
- Data analysis and evaluation skills
- Adaptability and innovative thinking
- Leadership and team management capabilities
- High school diploma or equivalent education required
- Knowledge of appropriate software including: Microsoft Word, Excel, and Outlook, Microsoft PowerPoint and Adobe Acrobat
- ***This is a part of Canada Summer Jobs programme, so you will need to be between the ages of 15yrs – 30 years, and be a citizen or permanent resident or refugee claimant in Canada.***

We are excited to talk to you about the opportunity to join our team! Please Email your cover letter, resume to: hr@feedscarborough.ca - Please identify the position that you are applying for, in the subject line.

Application Deadline: As Soon As Possible

Job Types: 8 weeks, starting As Soon As Possible

Salary: \$16.55 per hour

Schedule:

- 7 hours per day (35 hours per week)
- Typically Monday to Friday (9am – 4:30pm) – Some Weekends and evenings might be required)
- **Work Location: 772 Warden Ave., Scarborough, ON, M1L 4T7**