

## Global College Research Assistant

### Position Overview:

We are looking for an upper-year student with research experience (ideally including interviews and/or questionnaires) to conduct research on the history of Global College and our academic programs. Our intent is to strengthen the gathering of qualitative and quantitative data about who our students are, why they chose U of W and Human Rights and/or Peace and Conflict Studies, and what careers and educational paths they chose afterwards. The data would be used to continue to promote Global College, the Human Rights program and Peace and Conflict Studies program, to recruit future students, to track student recruitment trends, to increase our alumni engagement and characterize their typical careers' paths. Our aim is to follow-up the seminal alumni-student mentorship program. An expected output is to come up with a report from which we could draw periodic relevant data, and integrate it into our promotional materials.

### Duties:

- Reaching out to students and alumni
- Creating questionnaires
- Holding interviews
- Compiling research findings into a report
- Scanning, categorizing and filing research materials
- Proofreading and notation
- Updating sections of the Global College website relevant to research
- Initiate and coordinate student-alumni mentorship communications

### Qualifications:

- Currently an undergraduate student at the University of Winnipeg
- Completed at least 70 credit hours
- Desirable: Human Rights Major
- Strong organization and time management skills
- Attention to detail
- Experience conducting interviews
- Strong writing skills

Term:	Nov 2020 to March 2021	Classification:	Office Assistance 2
Period of application:	Oct. 30 to Nov. 13, 2020	Estimated Hours:	72 Hrs.
Start date:	Nov. 23, 2020	Hiring Range:	\$16.30 - \$18.46

Send your application via e-mail to: [fl.fonseca@uwinnipeg.ca](mailto:fl.fonseca@uwinnipeg.ca)

Flavio Fonseca,  
Project Manager  
The University of Winnipeg Global College  
520 Portage Avenue, 1MS26  
Winnipeg, MB R3B 2E9  
Phone: 204-988-7685