

Work Study Job Description

Job Title	Research Assistant
Department Name	Indigenous Wellness Research Institute
Job Location	School of Social Work
Pay Rate	\$17.50 - \$17.50
Employment Period	Summer, Academic Year
Hours Per Week	19 hrs/wk
Contact Supervisor	Maya Magarati
Phone Number	206-543-6254
Email Address	magarati@myuw.net
Website	http://www.iwri.org
Box Number	354900

Nature of Organization

The vision of the Indigenous Wellness Research Institute is to support the inherent rights of Indigenous peoples to achieve full and complete health and wellness by collaborating in decolonizing research and knowledge building and sharing.

Duties and Responsibilities

Under the supervision of the co-principal investigators, the Research Assistant will assist in coordinating with the project site community partners in all phases of the evaluation work including but not limited to: designing and programming evaluation survey, gathering, organizing and compiling data from study sites, verifying the accuracy of evaluation data; maintaining confidentiality of evaluation subject records; preparing data for computer input; assisting with development and set-up of database files, producing evaluation reports and presentation slides, attending project meetings; going on 2- or 3-day site visits to the Colville Indian Reservation), conducting face-to-face and focus group interviews with study participants, program personnel, counselors, Peace Circle facilitators, attendance officers, behavioral health service providers, tribal members, organizing activities, literature reviews and other duties assigned.

Minimum Qualifications

- Demonstrated interest/experience working with youth, and youth at risk in particular
- Must have at least two years working or living in American Indian/Alaska Native communities
- Must have a valid driver's license
- Ability to conduct information-gathering interviews and focus groups

Software Competency

- Experience with and knowledge of Windows Office (Excel, Word, Powerpoint)
- Interest in learning simple web-survey design program such as Survey Monkey

Person Skills

- Excellent communication skills
- Reliable
- Outstanding attention to detail
- Ability to work independently
- Ability to get along and work well with others

Educational Benefits

This position will provide hands-on experience with program evaluation protocols, procedures, analysis and reporting.

How to Apply

Please send resume and cover letter of interest addressing qualifications to magarati@myuw.net.