



ISID
INSTITUTE FOR THE STUDY
OF INTERNATIONAL DEVELOPMENT
INSTITUT D'ÉTUDE DU
DÉVELOPPEMENT INTERNATIONAL



MCGILL UNIVERSITY, PETERSON HALL, ROOM 240, 3460 MCTAVISH ST., MONTREAL, QUEBEC, CANADA H3A 0E6
T: 514-398-3507 · F: 514-398-8432 · E: INFO.ISID@MCGILL.CA · WWW.MCGILL.CA/ISID

POSTING DATE: December 22 2016

POSITION TITLE: Research Associate, Institute for the Study of International Development

DUTIES/JOB DESCRIPTION:

The Research Associate will work with ISID on the dissemination of IDRC's GrOW project research outputs. The GrOW (Growth and Economic Opportunities for Women) Projects are a partnership between IDRC, UKAID and the Hewlett-Flora Foundation and include 14 different projects in over 50 countries. The Research Associate's main tasks are to:

- Assist in setting up an editorial board for working paper series
- Act as managing and copy editor for research working paper publication
- Liaise with editorial board, referees and authors
- Create (write and Format?) policy briefs
- Manage communications, including website and social media
- Other research tasks and opportunities emanating from the GrOW outputs, as assigned by the Director of ISID

QUALIFICATIONS:

- PhD (or MA + 5 years equivalent experience) in social sciences (e.g. economics, sociology, political science, epidemiology, demography, international development, geography)
- Proven quantitative and qualitative skills
- Excellent writing skills
- Strong organizational and management skills
- Experience in communications (ideally both in an academic and policy or practice environment) and in working in teams
- Some academic or practice background on social, economic and political dimensions of gender and empowerment
- Previous experience in website management and social media communications
- All duties will be in English, however given the international dimension of the project ability to speak, read and write in French, Spanish or other languages may be an asset

NAME OF IMMEDIATE SUPERVISOR: Prof. Sonia Laszlo, Director, ISID

WORK SCHEDULE: This is a full time position (Monday to Friday)

WORKING HOURS: The Research Associate is expected to be available during business hours

LOCATION OF WORK: The Research Associate will have dedicated office space at ISID, Peterson Hall



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SALARY: Depending on experience, usual salary range for this position is \$55-\$67K. Remuneration and benefits will be in accordance with the Collective Agreement

START DATE AND DURATION OF APPOINTMENT: This position will commence as soon as a successful applicant has accepted the position (end of January 2017), and will go to December 2018.

HOW TO APPLY:

- Please send your CV, cover letter, writing sample and names and contact information of up to 3 references to Kirsty.mackinnon@mcgill.ca by January 18th, 5pm.
- Please indicate your proficiencies in quantitative and qualitative methods
- We thank all applicants for their interest, however, only those applicants selected for an interview will be contacted.
- McGill University is committed to equity in employment and diversity. It welcomes applications from indigenous peoples, visible minorities, ethnic minorities, persons with disabilities, women, persons of minority sexual orientations and gender identities, and others who may contribute to further diversification.