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Professor & Canada Research Chair (Tier 1) in Palliative Approaches to Care in Aging and Community Health | School of Nursing | Institute on Aging and Lifelong Health
University of Victoria

JOB POSTING

Position: Research Project Coordinator for CIHR Funded Project, “Supporting vulnerable and marginalized older adults to be cared for and to die at home”

FTE and Salary Range: 0.5 FTE (17.5 hours per week), starting wage range of \$32 – \$38/hr

Term and Start Date: 2-year term with possibility of extension based on funding. To start September 1, 2024, with some flexibility.

We are seeking a highly motivated, experienced project coordinator to join our research team for a 2-year term. This role involves leading a project focused on housing, health and social inequities, and palliative care.

Team Overview

- The research project is part of Dr. Kelli Stajduhar’s Canada Research Chair in Palliative Approaches to Care in Aging & Community Health at the University of Victoria
- The CRC research program aims to enhance equitable access to high-quality palliative care for individuals with chronic life-limiting illnesses, and their caregivers and communities. The program focuses on three primary areas: formal and informal caregiving, palliative care for populations experiencing health and social inequities, and optimizing home and community-based care. Rooted in social justice and health equity, the research strives to address systemic inequities, with a commitment to community-engaged, equity-oriented, and strengths-based methods. By generating new knowledge and developing community-based interventions, the program seeks to inform clinical practices and influence health and social policies, ultimately transforming palliative care access and delivery.
- The project coordinator (PC) will work with Dr. Kelli Stajduhar and the Palliative Approaches to Care in Aging and Community Health research team out of the Institute on Aging and Lifelong Health at the University of Victoria. The overall goal of the research project is to
 - Describe, from the perspective of older adults, their support persons, and housing and health service providers, the conditions that would enable older adults to be cared for and die-in-place.
 - Determine the required policy and regulatory changes and community-based health and social services that would be needed to promote older adults experiencing structural vulnerability to be cared for and die-in-place if that is their wish to do so.
 - Integrate findings to inform the co-development of a set of actionable recommendations to guide health and housing sector leaders to promote equity-oriented policies and services to enable older adults to be cared for and die-in-place or in locations consistent with their wishes.

Key Responsibilities

- The PC is responsible for the daily management and overall coordination of activities and will support the investigative team in all research activities associated with the multi-site cross-Canadian project focusing on the experience of dying at home for older adults experiencing health and social inequities.

Required Qualifications

Educational background

- Master's or PhD degree in nursing, health or social sciences preferred (or an equivalent combination of education and experience)
- Knowledge of qualitative research methods, qualitative data analysis methods, and data analytic software (i.e., NVivo)

Professional experience

- Experience working with community service providers and agencies, and preferably with people experiencing health and social inequities
- Experience providing support and leadership to research staff
- Minimum two years experience conducting qualitative research and managing research projects. Experience with ethnographic observational fieldwork an asset.

Skills and competencies

- Excellent interpersonal and relational skills
- Community engagement and interviewing skills
- Computer proficiency (Microsoft based programs)
- Excellent oral and written communication skills including social media
- Demonstrated initiative and the willingness to work closely with members of the research team and community collaborators
- Ability to work across settings and organizational contexts including with people experiencing health and social inequities, health and housing providers, academics, and policy and decision-makers.
- Ability to be self-directed, and to work both independently and within a team environment
- Knowledge of and commitment to palliative approaches to care, health equity, harm reduction, cultural safety, intersectionality, and social justice principles
- Certifications
 - Completion of the TCPS2 CORE 2022 will be required
 - Completion of the GOC Gender Based Analysis training will be required

Work Environment

Office Setting: The PC will have a designated workspace within Institute on Aging and Lifelong Health, equipped with a computer, phone, and necessary office supplies. The Institute is designed to facilitate collaboration, with open-plan areas and meeting rooms available for team discussions and project planning.

Flexible Work Arrangements: While the role requires regular on-campus presence there may be opportunities for flexible hybrid work arrangements, depending on project needs and timelines. Working virtually will be considered based on the applicant's track record of managing large multi-site qualitative research projects.

Field Work: Depending on the project requirements, the coordinator may occasionally need to visit partner organizations, field sites (e.g., street, shelter, health and social service settings), or attend conferences and seminars related to the research initiatives. This could include overnight travel out of province.

Resources and Support: The project coordinator will have access to library and other academic resources and software tools. The coordinator will also receive administrative support and guidance from team members and Project Investigators.

Inclusive and Diverse Environment: The University of Victoria is committed to fostering an inclusive and diverse work environment. The research team values diverse perspectives and backgrounds, promoting a culture of respect and inclusion.

Compensation and Benefits

This is a .5 FTE contract position [17.5 hours per week] for 24 months. The starting wage range is \$32 – \$38/hr. Starting wage will be commensurate with education and experience.

Benefits include paid holiday and sick time. Health and dental benefits are negotiable at the employee's expense.

Equal Employment Opportunity Statement

The University of Victoria is committed to upholding the values of equity, diversity and inclusion in our living, learning and work environments. In pursuing this, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity.

Application Process

Interested applicants should email their application to Ami Bitschy at amice@uvic.ca.

- Subject line: Project Coordinator Application
- Attach a one-page cover letter (PDF)
- Attach resume (PDF) – no more than three pages
- Provide three references in the body of the email
 - include name, job title (if appropriate), type of reference (employer, supervisor, etc...), phone number/s, and email address/es.

Position will remain open until it is filled. Only those selected for an interview will be contacted.

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