

## The Campfire Project Research Assistant

Do you love sharing stories? Are you a social media maverick interested in using digital tools to influence civic engagement? If so, keep reading...

The Campfire Project at Carleton University's Centre for Community Innovation (3ci) will celebrate Canada's 150th anniversary with an online, interactive, user-generated platform where Canadians will share stories about their hopes for the future of Canada. As a research project, Campfire aims to increase understanding of how digital storytelling and social media can stimulate civic participation and social change by building a virtual community where citizens are empowered to engage and re-engage with each other through stories. To find out more visit: [www.campfireproject.ca](http://www.campfireproject.ca). We are seeking a curious, digitally social person with a passion for creating positive change to join our team.

Reporting directly to The Campfire Project's Research Associate, and working in collaboration with Carleton faculty and project volunteers, the Research Assistant will provide research and communications support.

This is a part-time position (10 hours per week, \$18-26/hour depending on experience) for the fall term September-December 2015.

### Responsibilities

The incumbent will assist with a range of research and communications tasks including, but not limited to:

- Drafting and preparing the project's application to Carleton's Human Ethics Board;
- Conducting a literature review and assisting in the further development of the project's research plan;
- Assisting in the development of a communication's plan; and
- Helping manage and maintain the project's social media channels.

### Qualifications

- Current Carleton University Graduate student:
  - Graduate students studying nonprofits, or communications/journalism, or behavioural psychology are preferred;
  - Senior undergraduate students registered at Carleton University with relevant experience will be considered; and
  - Students living in Ottawa preferred.
- Strong research and analytical skills;
- Not afraid to challenge ideas but also open to new ways of thinking and operating;
- Excellent written and verbal communication skills;
- Ability to prioritize tasks while working with multiple deadlines;
- Detail oriented with strong organizational skills;
- Capacity to work independently and as a member of a research team;

### Desirable qualities

- Experience drafting and submitting an application to Carleton's Human Ethics Board ;
- Experience developing communications plans;
- Experience in online engagement and social media management;
- Experience editing and maintaining websites and digital content;
- Experience working in a research centre or a nonprofit/charitable organization.

## To Apply

Please send us the following to [leanne.clare@carleton.ca](mailto:leanne.clare@carleton.ca) with the subject line: "Research Assistant" by noon on Thursday September 17, 2015.

- Cover letter
- Resume
- 300-500 word MAXIMUM writing sample. (Remember, we LOVE stories!)

With appreciation for all responses, only candidates under consideration will be contacted. No phone calls please.