



Request for Proposals

Research Consultant

6 Month Independent Contractor (February - July 2016) - \$7,000

[Community First: Impacts of Community Engagement \(CFICE\)](#) and [Food Secure Canada \(FSC\)](#) are seeking a research consultant to conduct a background study and environmental scan of community-driven knowledge brokering models and community-campus partnership tools as part of CFICE's phase II development.

Funded by the Social Sciences and Humanities Research Council of Canada (SSHRC), CFICE is an action research project with an overall goal to strengthen the ability of Canadian non-profits, universities, colleges and funding agencies to build more successful, innovative, resilient and prosperous communities. CFICE's primary research question is: How can community-campus engagement (CCE) be designed and implemented in ways that maximize the value created for non-profit community-based organizations (including Indigenous Communities)? After 3 years of research, we are preparing for Phase II of the project (2016-2019). This phase will focus on mobilizing the knowledge and findings, with the goal of changing CCE policies, practices, along with the existing systems of post-secondary institutions (PSIs), funders, and community organizations. As part of the preparation for this work, we are seeking a researcher to gather background information and to support planning. For more information about CFICE see carleton.ca/communityfirst.

FSC, one of CFICE's core partners, is a pan-Canadian alliance of organizations and individuals working together to advance food security and food sovereignty. We are committed to three interlocking goals: zero hunger; sustainable food systems; and healthy and safe food for all. For more information about FSC see foodsecurecanada.org.

The successful candidate should possess the following skills and qualifications:

- Minimum of 2-5 years applied research experience (academic or non-academic);
- Excellent English writing skills;
- Minimum of an undergraduate degree in a relevant field;
- Experience in community-campus engagement and community-based research;
- Ability to work independently and in a team;
- Ability to communicate in French is an asset.

Responsibilities

The primary duties of the researcher will be to gather background information, conduct an environmental scan and support the development of planning documents.

Key tasks will include:

- Conduct an environmental scan to identify existing models and platforms to support community-driven knowledge brokering and tools and practices to support community-campus partnerships. A final report will identify gaps and provide recommendations for potential models/platforms and tools that could be piloted by CFICE and its core partners.
This environmental scan will include:
 - Reviewing relevant grey and academic literature
 - Identifying existing community-driven knowledge brokering models/platforms and conducting interviews to develop at least four relevant case studies
 - Conducting an analysis of the case studies with project partners
 - Writing a final report (by March 31, 2016)
- Attend and contribute to meetings of the planning team involved in this project (1 in-person meeting, 2-3 by teleconference)
- Support working groups to complete their needs assessment (April 2016)
- Support developing and drafting a planning template with the planning team (May 2016)

This is a six-month independent contract with Carleton University. The position will be co-supervised by individuals from CFICE and FSC. The contract budget is a maximum of \$7,000 for 6 months of work and includes all applicable taxes and associated travel and accommodation costs (e.g. for in person meetings). The contractor will be required to provide a monthly invoice indicating the numbers of hours worked and a listing of tasks completed.

Please send a 1-page cover letter outlining your relevant experience, a sample of relevant work, and resume to programs@foodsecurecanada.org (please include "CFICE Research Consultant" in the subject line). **All applications must be submitted by 5:00pm on January 27, 2016.** Ideally the successful candidate will begin on Feb. 3 and attend an in person, full-day meeting in Ottawa on February 10, 2015.

Only successful candidates will be contacted for an interview.