RESEARCH ASSISTANT
(PT Contract Position)

ASTTBC is seeking a dynamic Research Assistant for the Expediting Technology Professionals Labour Market Integration (ETPLMA) project, which addresses the Canadian labour market shortages of applied science and engineering technicians and technologists.

This is an immediate part-time contract position of approximately 15 hours per week and will continue for a minimum of 6 months. The Research Assistant will be working from his/her own office using own tools and equipment and in the ASTTBC Surrey office as required. The hourly rate for this contract assignment will be dependent on the qualifications and experience of the successful applicant.

DUTIES AND RESPONSIBILITIES

Reporting to the Research Coordinator, the Research Assistant is accountable for the following:

- Gather application process information technology provincial associations (TPA) registration (website info);
- Identify structure/definitions of each registration type by province;
- Request and obtain feedback from TPA’s if they utilize provisional certification;
- Identify countries for research sample analysis on the registration experience of previous international educated applicants;
- Carry out analysis of how each provincial association processes applications from international applicants and from Canadian military trained persons;
- Gather existing PLAR / CBC information from TPA's;
- Research post-secondary education institution practices for prior learning assessment and recognition (PLAR);
- Summarize research results in written reports including tables, graphs and diagrams; and,
- Other research topics and tasks that emerge with research findings.

WHO YOU ARE:

The ideal applicant will have the following attributes:

- Demonstrated ability to write, edit and present a variety of communication and briefing materials in a format appropriate for the intended audience.
- Excellent skills in research, analysis and evaluation of qualitative and quantitative information.
- Proficiency in using the Microsoft Office suite of programs. Experience with various software application and use of social media is a definite asset.
- An understanding of the type of work done by applied science technologists and technicians.
- Ability to work independently with minimal supervision.
- Experience in research and analysing policies and programs.
WHO WE ARE:

ASTTBC was established in 1958 and is a regulatory organization that serves to maintain, improve and increase the knowledge, ability and competence of technologists, technicians and technical specialists; regulating the standards of practice, required competencies in order to protect the public interest.

In BC, technologists, technicians and technical specialists contribute $6 billion to the economy. These professionals include engineering technologists and technicians in eighteen disciplines and ten technical specialties in the broad field of applied science. With over 10,000 members, ASTTBC is the 9th largest professional regulatory organization in BC.

By holding ourselves to higher standards of competencies, innovation, collaboration, and accountability, we’re helping to build a vibrant healthy future for British Columbians.

TO APPLY

If this sounds like an exciting opportunity for you, please submit your resume to Human Resources at hr@asttbc.org by January 31, 2020.

We thank all applicants for their interest. However, only those selected for an interview will be contacted.