



Request for Proposals / Applications

Seeking LGBTIQ2S+ Researcher for Subject Matter Expert Interviews & Report Writing

Part-time Temporary (contract) position
Starting June 1st - October 26, 2019

Context

The Health Equity Collaborative (HEC) is seeking an LGBTIQ2S+ Researcher [The Researcher] to work with our Services Scan Working Group [the WG] to conduct an environmental scan of sexual minority and gender affirming health and social services across the ceded and unceded Indigenous territories of British Columbia.

The purpose of this project is to understand the breadth of services currently and historically available to LGBTIQ2S+ people in BC, to describe gaps and outline recommendations and needs for improved service. This work will be incorporated into a report to the BC Ministry of Health being authored by HEC.

HEC is strongly committed to centering QTBIPOC perspectives, and to paying careful attention to equitable health access on the basis of ability, geography, and other intersecting social positions.

Job summary

The Researcher will conduct interviews with previously identified subject matter experts (SMEs) working in LGBTIQ2S+ and ally organizations. Several in-person interviews will occur in Vancouver and phone interviews with organizations throughout the province. There may be a requirement to travel for one or two of the in-person interviews in rural regions.

The Researcher will then analyze findings and create draft recommendations, in dialogue with the WG and write a summary report of findings.

The work hours and tasks will vary per month, for a period of about 5 months (June 1st until mid October 2019). Most of the work will be concentrated in June-Aug, allowing for other work or school in Sept-Oct. Please see the last page for a rough timeline and required dates. A more detailed work plan with weekly hours estimates at various stages of the project will be mutually agreed to with the successful applicant.

The Researcher will report to the HEC Project Coordinator and work closely with the Lit Review Working Group as well as other members of the HEC Collaborative.

Desirable qualifications

- Demonstrated commitment to self-reflection & anti-oppressive practices
- Experience / demonstrated ability for conducting in-depth interviews with members of traditionally underserved populations
- Experience in providing services / working on programs related to health is an asset.
- Lived experience and/or experience working with LGBTQI2S+ communities
- Lived experience and/or experience working with QTBIPOC communities
- Two-spirit Indigenous people are strongly encouraged to apply
- Computer experience required, including a good working knowledge of Microsoft Office word processing and spreadsheet software, and Google Docs
- Ability to work effectively independently and in a team, balancing autonomy / accountability In this role, you will exercise a considerable amount of responsibility and initiative in conducting the work and adapting methods in the moment, while remaining in communication and under guidance of the working group and HEC Coordinator
- Ability to communicate effectively verbally and in writing, including demonstrated ability to compose and write reports, letters, and other materials clearly and concisely
- Ability to maintain accuracy with a strong attention to detail
- Ability to exercise tact and discretion in dealing with external agencies and researchers

Compensation: \$10,000 flat rate (all-inclusive, T4A will be issued where applicable)

For more information or to apply, please send a cover letter/proposal and resume to:
HEC Coordinator - Sabrina Bonfonti:
health.eqt2.collab@gmail.com

Please make the subject line "Application-ServicesWG_LASTNAME_FIRSTNAME"

Deadline to apply:
1pm Friday May 17th

Details

Rough Timeline:

- June - Onboarding, Detailed interview plan created with WG
- July - Conduct in-depth interviews with approx 20 SMEs, in person or over phone and transcribe notes
- Aug - Complete interviews in early Aug + create summary report of data with themes and recommendations
- Sept - Prepare presentations and lead group analysis session with HEC Services Scan WG in writing (by Sept 4th) & orally (on 12th @ WG and 24th @ Collaborative)
- Oct - Complete a final summary report of data, incorporating group analysis, and with enough time for 1 round of editing before completion by Oct 26th

Required Meetings (2 per month avg):

- June 10, 5-8pm - HEC Milestone Event - Pre-Launch Countdown, Ceremony & Celebration (Researcher meets the Collaborative)
- June 13, 10:30-Noon - Services Scan WG meeting
- June 22, 2:30-4:30pm - HEC Collaborative Meeting (Researcher gives 5min update)
- July 11, 10:30-Noon - Services Scan WG meeting
- July 27, 2:30-4:30pm - HEC Collaborative Meeting (Researcher gives 5min update)
- Aug 15, 10:30-Noon - Services Scan WG meeting
- Aug 24, 2:30-4:30pm - HEC Collaborative Meeting (Researcher gives 5min update)
- Sept 12, 10:30-Noon - Services Scan WG meeting (Researcher presents findings orally for approx. 30mins)
- Sept 24, Noon to 5pm - Sense-Making Dialogue (Researcher presents findings orally for approx. 30mins)
- Oct 10, 10:30-Noon - Services Scan WG meeting (Final meeting - debriefing with WG)
- Oct 26, 2:30-4:30pm - HEC Collaborative Meeting (Final meeting - debriefing with Collaborative)
- Plus ongoing check-in with Coordinator