

Youth Employment Services Manitoba (YES) is seeking a full-time Research Assistant to join our Futures Forward team for an eight-week term. Futures Forward is a collaborative program between YES, Community Financial Counselling Services, and Canadian Mental Health Association - Winnipeg and Manitoba that provides holistic, wrap-around transitional supports to youth ages 15 to 29 in or from care across Manitoba.

Position: Research Assistant (Eight-week contract)

Hours: 35 hours per week (Monday – Friday, 8:30 a.m. – 4:30 p.m.)

Start date: ASAP

Salary: \$15.00 per hour

Location: Youth Employment Services, 614 – 294 Portage Ave, Winnipeg, MB

This position requires in-office duties, as provincial health restrictions allow. Appropriate health and safety precautions will be taken at all times.

This position is a part of the **Canada Summer Jobs Program**, with funding provided by Employment and Social Development Canada. Candidates must meet the following eligibility requirements to be considered:

- Be between 15 and 30 years of age at the start of employment.
- Be a Canadian citizen, permanent resident, or a person on whom refugee protections has been conferred under the Immigration and Refugee Protection Act.
- Legally entitled to work according to relevant provincial legislation and regulations (international students on a work/study permit are not eligible for the Canada Summer Jobs Program).

Specific Responsibilities:

- The Research Assistant will perform scholarly research related to youth aging out of the foster care system in Manitoba.
- Literature review: this may include activities such as searching for relevant resources, reading and discussing relevant resources, and developing or participating a provincial research project.
- Assist with duties related to the production of a provincial-wide Adulthood Readiness Assessment. This may include developing research questions, creating focus groups, and creating community connections.
- Create a summary report on equitable standards, adulthood readiness and outcomes for youth exiting the foster care system across Canada.

The Research Assistant will possess the following qualifications and attributes:

- Post-secondary degree, certificate, or diploma in a relevant discipline. A combination of experience and education will be considered and applicants without post-secondary education will be required to provide a writing sample with their application to be considered.
- Experience conducting scholarly research.
- Strong working knowledge of the Child Welfare System, including interventions, community support, and processes of transitioning from care, as well as understanding of cultural diversity of the care system and colonial history that continues to impact Indigenous people.
- Strong working knowledge of the multiple barriers youth transitioning from government care face in relation to employment, education, health, finances, community and/or family connection.
- Demonstrated skills in written and oral communication skills.
- Organized, detail-orientated, and strong time management skills.
- Proficiency with Microsoft Office Suite, including Office 365; excellent computer and keyboarding skills.

This position requires a current satisfactory Criminal Records Check (including Vulnerable Sector Search), and Child & Adult Abuse Registry as conditions of employment. A security check is considered current if it was obtained no more than six (6) months prior to the start of employment. Only original copies of the CRC, CARC, and AARC will be considered acceptable for the purposes of this policy.

YES requires all staff to be fully vaccinated for COVID-19. This requirement applies whether you are working remotely or on-site.

We are committed to a workforce that reflects the diversity of those we serve. We encourage applications from all qualified individuals including applications from all cultures, racialized communities, abilities, diverse sexual and gender identities and others who may contribute to the further diversification of ideas. If you identify as First Nations, Métis, Indigenous, racialized, a member of the 2SLGBTQIA+ community, a person with a disability, and/or a member of a marginalized community (i.e. foster care), you are encouraged to indicate this in your cover letter. We are committed to accommodating applicants with disabilities throughout the recruitment process and will offer reasonable accommodation to individuals participating in the selection process upon request.

YES provides free, inclusive employment services for youth ages 16 to 29. Our purpose is to help youth realize their potential to become self-sufficient. We strive to create a warm and welcoming environment for clients, community members, and staff. We meet people where they are and for who they are.

YES offices are located on Treaty One territory, on the traditional territory of the Anishinaabe, Cree, Oji-Cree, Dene, and Dakota Peoples, and the Homeland of the Metis Nation.

Please address your cover letter and resume to Sam Pothier (they/them)

and email to spothier@yesmb.ca, including “Research Assistant” in the subject line. Applications will be accepted until 11:59 p.m. on Wednesday, May 25, 2022.

We thank all who apply but only those selected for an interview will be contacted.