

Job Posting for Temporary, Casual or Interim Position

	INT014	Pay Grade	Level 1
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Department, Unit or Project Description:

The [McMaster Health Forum's Lab](#) engages a diverse range of faculty members, research staff, students and collaborators to undertake cutting edge research and research synthesis about how to support the use of research evidence in health systems. The ForumLab capitalizes on the numerous research and evaluation opportunities created by the Forum's innovative [programs](#) and by its partners internationally, which collectively provide a 'natural laboratory' within which to study innovations in supporting evidence-informed health systems.

Research spearheaded by the ForumLab has led to publications in many top journals, to presentations at major scientific conferences, and to the creation of innovations like [Health Systems Evidence](#) – the world's most comprehensive free access point for evidence to support policymakers, stakeholders and researchers interested in how to strengthen or reform health systems or in how to get cost-effective programs, services and drugs to those who need them. Within the context of significant enhancements being made to improve the Health Systems Evidence user experience, as well as the processes through which database content is continually developed and maintained, the ForumLab is offering an exciting job opportunity for undergraduate research assistants.

The Research Assistant will work directly with the ForumLab staff and faculty and will play an important role in several aspects of activities associated with the ongoing development and maintenance of Health Systems Evidence. In addition, research assistants will have an opportunity to support other McMaster Health Forum programs such as stakeholder dialogues and citizen panels.

Job Summary:

Under direct supervision, provides support of a routine nature related to the collection and review of data for research projects.

Assets:

Requirements

- Excellent organizational and interpersonal skills;
- Quality and productivity orientation, attention to detail;
- Strong computer skills:
 1. proficiency in MSOffice - Word, Excel - mandatory
 2. proficiency in MS Teams
 3. knowledge of EndNote software is an asset
 4. knowledge of Microsoft Copilot is an asset
- Experience working in a research setting, ideally as part of a large ongoing program, an asset;
- Experience in conducting quality appraisals of research evidence an asset;
- Commitment to high standards of professionalism;
- Experience in working on multiple projects simultaneously;
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