



Position: Graduate Peer Qualitative Data Analysis Software (QDAS) Facilitator, Research Commons, Simon Fraser University Library

Description: The Graduate Peer QDAS Facilitator is a paid position to develop and provide support programs for QDAS software for researchers in a wide range of disciplines. The Graduate Peer QDAS Facilitator will provide consultations in person, by phone and by email to QDAS users (primarily grad students), and will develop documentation and relevant webpages to support QDAS use. Currently, the supported QDAS software is NVivo11. Other duties will include facilitating programming (workshops, users' groups) to support QDAS use. The Graduate Peer QDAS Facilitator works under the supervision of the Research Commons Librarian, in coordination with the Head, Research Commons. This position will require that the successful candidate provide support at each of the three SFU locations.

Minimum Qualifications:

- Currently enrolled in an SFU Graduate Program
- Significant experience and/or training with Qualitative Data Analysis Software
- Significant experience and/or training in qualitative methods
- Demonstrated familiarity with NVivo 11 software
- Demonstrated ability to train others or facilitate learning
- Demonstrated ability to work with students individually or in small groups
- Excellent interpersonal communication skills
- Ability to work in both Mac and PC environments

The Graduate Peer QDAS Facilitator is expected to

- keep appropriate records of consultations and other communications
- develop documentation and website materials to facilitate the ability of SFU researchers from a variety of disciplines to use QDAS software
- provide effective facilitation of group discussions and workshops.
- communicate effectively and in a collegial manner with Research Commons staff
- be reliable and punctual

The Graduate QDAS Facilitator does not

- provide course or assignment specific instruction to students
- complete student assignments/projects or portions of assignments/projects
- provide assessments or evaluations of students' work
- allow any political, social, educational, philosophical, or other biases or preferences to have a part in his or her consultation relationships with researchers

Salary: \$24.01 per hour (includes 4% in lieu of vacation)

Hours: Flexible: up to 10 hours per week preferred- times negotiable

Term: Limited term with possibility of extension. Start date of initial term is flexible – as soon as possible is preferred.

Application Process:

Applications must include:

- cover letter and resume/curriculum vitae
- names of 2 academic references

Those applicants selected for an interview will be asked to demonstrate their familiarity with NVivo.

Deadline:

This posting will remain open until the position is filled.

Please submit applications to:

Heather De Forest

Research Commons Librarian

Email: hdefores@sfu.ca