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

**Salary:** $26.50 per hour

**Hours:** Flexible: between 6 to 14 hours bi-weekly—hours will vary with workshop offerings and consultation requests

**Location:** Flexible: some in-person work at all of SFU’s three campuses will be required. Some remote work will be possible.

**Term:** Summer to Fall 2022 (ASAP to December 2022), with possibility of ongoing extension

**Description:** The QDAS Graduate Peer is a paid position to develop and provide support for QDAS use by researchers in a wide range of disciplines. NVivo 12 is the software that SFU Library’s Research Commons currently supports. The QDAS Graduate Peer provides consultations in-person, over video conference, by phone, and by email to QDAS users (primarily grad students), and develops and facilitates QDAS programming (training workshops, user groups). Other duties include developing documentation, guides, recordings, and relevant webpages to support QDAS services. The QDAS Graduate Peer works under the supervision of the Research Commons Librarian, in coordination with the Head, Research Commons. This is an exciting opportunity to gain practical and highly transferable experience with software instruction and group facilitation in an interdisciplinary context.

Simon Fraser University Library is grateful to be located on the lands of the xʷməθkʷəy̓əm (Musqueam), Sḵwx̱wú7mesh (Squamish), σəl̓il̓wətaɁ (Tsleil-Waututh), q̓ilc̓əy’ (Katzie), kʷikʷəƛ̓əm (Kwikwetlem), qíqíyt (Qayqayt), q̓’a:na’ (Kwantlen), Səmyəmə (Semiahmoo), and sc̓əwaθən (Tsawwassen) Nations. Acknowledging the benefits of occupying this land, the Library commits to becoming a more welcoming space for Indigenous Peoples by centring Indigenous voices in our collections, services, and programs.

**Minimum Qualifications:**
- Currently enrolled in an SFU graduate program
- Significant experience and/or training in qualitative methods
- Demonstrated ability to train others, facilitate learning, and create instructional materials
- Demonstrated ability to work with a diverse group of learners, individually and in small groups
- Experience and/or training with Qualitative Data Analysis Software
- Familiarity with NVivo software (version 12)
- Excellent interpersonal and communication skills
- Ability to work in both Mac and PC environments

**The QDAS Graduate Peer is expected to:**
- Communicate professionally with researchers
- Develop documentation and website materials to facilitate QDAS use by SFU students, staff, and faculty from a variety of disciplines
- Provide effective facilitation of one-on-one and small group consultations
• Develop and facilitate QDAS workshops for graduate students
• Communicate effectively and in a collegial manner with Research Commons staff
• Provide appropriate documentation of workshops, consultations, and other communications in a timely manner
• Undertake occasional special projects under the direction of the Research Commons Librarian
• Work exceptionally well solo and as a member of team
• Be reliable and punctual

The QDAS Graduate Peer does not:
• Provide course or assignment specific instruction to students
• Complete student assignments/projects or portions of assignments/projects
• Consult on research design, choosing methods for analysis, or on interpreting results of analysis
• Provide assessments or evaluations of students’ work

Application Process:
Applications must include:
1) A cover letter that outlines how you meet the qualifications for the position
2) Resume/curriculum vitae

The SFU Library commits to a continuous process of transformation to advance equity, diversity, and inclusion and to serve the cause of social justice. The Library’s Statement on Equity, Diversity and Inclusion provides more information.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Simon Fraser University is committed to employment equity and encourages applications from qualified candidates of all genders, visible minorities, persons of First Nations, Inuit, or Métis heritage, persons with disabilities, and persons who identify as LGBTQ2SIA+.

Deadline:
This posting will remain open until the position is filled. Review of applications will begin immediately and continue until the position is filled. To be given assured consideration, applications should be submitted via email in one consolidated PDF document.

Questions:
If you have any questions about this position that you would like to discuss as you consider applying, please contact Julie Jones, Research Commons Librarian at jsj7@sfu.ca or 778.782.5145.

Please submit applications to:

Julie Jones
Research Commons Librarian
Research Commons
W.A.C. Bennett Library
Simon Fraser University
jsj7@sfu.ca