

JOB DESCRIPTION

BCGEU

1. Position No. Various Positions	2. Descriptive Working Title Senior Researcher		3. Present Classification RO 4
4. Department Research	5. Branch/Section Executive Office	6. Work Location Hybrid – Site Central	Date March 2023
7. Position No. of Supervisor 33044, 32044, 80286, 80826	8. Descriptive Work Title of Supervisor Executive Director, Research Senior Manager, Technical Research & Education Senior Manager, Corporate Planning		9. Classification of Supervisor Excluded Management
10. Job Summary:			

The Senior Researcher undertakes a broad range of complex analytical, research and evaluation initiatives designed to support the activities of the Commission. He/She/They leads and contributes to research projects by applying a deep equity analysis, using quantitative and qualitative methods, and evidence-based policy. The position prepares knowledge mobilization plans, writes communication materials and disseminates research findings to business areas, government partners, community agencies, and housing providers. The incumbent maintains a good understanding of the emerging policy issues and housing system needs.

11. Duties:	Focus of duties may vary depending on assigned business area
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1. Research and scholarship:

- Develops research project goals, priorities, and proposals. Establishes timelines, determines required questions and information, completes literature reviews and chooses relevant methodologies to carry out the research. Assess, interpret, and evaluate outcomes of research projects.
- Develops project methodologies and corresponding research tools (i.e., focus groups and interview guides) that can be leveraged by the Research team, Office of Equity, Diversity, Inclusion and Belonging (EDIB), Indigenous Relations, Licensing and Consumer Services and other teams across the Commission.
- Conducts individual or collaborative research projects. Acts as a lead, or co-investigator in collaboration with other research partners, institutions and community organizations on research projects.
- Performs procurement work for research projects, including preparing work statements and terms of reference, managing the competitive tendering processes, developing project contracts and agreements in accordance with BC Housing standards, and project budgeting.
- Conducts analysis of quantitative and qualitative data for programmatic, research and reporting purposes.
- Supports the presentation and communication of the Commission' work. Prepares and delivers presentations based on research projects at conferences or other appropriate events.
- Extends, transforms, and applies knowledge acquired from academic and grey literature to research and prepare reports.
- Writes publications or disseminates research findings using various media channels.
- Communicates complex and conceptual ideas to those with limited knowledge and understanding, as well as to peers using a range of media.
- Provides support, advice and consultation in developing and implementing research policies using advanced research analysis.
- Maintains awareness of trends and issues that relate to the housing system, particularly social housing, housing needs and homelessness.
- Supports with identifying, removing and preventing barriers across the housing system through research and knowledge mobilization.
- Provides guidance and leadership in adopting research practices that are informed by research methodologies.
- Supports developing the research agenda for various social housing issues.

2. Knowledge mobilization:

- Prepares knowledge mobilization plans for research projects.

- Develops reports and employs data visualization software to facilitate knowledge mobilization and meet the information needs of the Commission with respect to research, evaluation and performance tracking.
- Writes materials in conjunction with the Communications Branch to disseminate research results and findings to business areas, government partners, community agencies, and housing providers.
- Raises awareness and champions the importance and value of incorporating reconciliation, EDIB, accessibility, anti-racism, and intersectionality into research and evaluation initiatives. Supports driving the adoption of and adherence to new and revised policies.
- Works in partnership with other Commission staff to respond to information requests from other agencies, Ministries, and members of the public.
- Provides input on Research standards, guidelines, policies, and practices, and acts as a resource to other staff within the Commission.

3. Liaison and networking:

Collaborates with internal and external stakeholders, completing research projects to advance thinking and knowledge housing and other methodologies.

- Develops strong working relationships with external contacts such as other housing and research bodies, community-based organizations, and other stakeholders impacted by the Commission's service mandate.
- Originates and develops external networks to build relationships for future activities.
- Liaises with the other Branches to establish specific research priorities and projects.
- Works to maintain positive collaborations and uses a holistic approach in research projects that synergize research methodologies from various disciplines.

4. Performs other duties that do not affect the nature of the job, including participating on project task teams or assisting with special assignments.

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4. Education, Training and Experience		

All Portfolios

Considerable experience in one or more of the following:

- Managing complex research projects, developing research frameworks, analysing data, producing reports, plans and recommendations.
- Applying advanced theoretical and conceptual frames (intersectionality, critical theory) and research paradigms.
- Using software for qualitative data analysis, software for statistical analysis, and experience working with databases.
- Working with people from diverse racial, ethnic, and socioeconomic backgrounds (i.e., Indigenous, visible minorities/ racialized communities, people with precarious immigration status, gender non-binary, people with disabilities) and applying frameworks through reconciliation, intersectionality EDIB, and human rights lenses.

Socio-Economic Research Portfolio

- Master's degree in Social Sciences, Urban Studies or Planning, Human or Urban Geography, Public Policy, Public Administration, Gender, Race and/or Indigenous studies, or other relevant discipline.
- Considerable experience of research applying decolonized methodologies.

Technical Research Portfolio

- Master's degree in Building Sciences (such as Engineering, Building Sciences, Architectural Sciences) or other related discipline.
- Considerable experience in researching trends and issues that relate to the built environment of housing, with a particular focus on building science, building techniques, and processes and materials.

Economic Research Portfolio

- Master's degree in Economics or other relevant discipline.
- Considerable experience with identifying and analyzing trends in the housing market, residential construction industry, and other related topics based on internal and external data sources (e.g., Canada Mortgage and Housing Corporation, Bank of Canada), in line with sector needs
- Considerable experience conducting research into demographic trends, future housing demand and supply and the development of specific measures to determine future community housing requirements

Or an equivalent combination of education, training and experience including lived expertise acceptable to the employer.

5. Knowledge, Skills and Abilities

Core Competencies:

- Personal Effectiveness
- Communication
- Results Oriented
- Teamwork
- Service Oriented

- Considerable knowledge and understanding of principles, practices, and techniques to lead research projects and program evaluations
- Considerable knowledge of the broader research community and ability to integrate this knowledge into work done at the Commission
- Considerable knowledge about Indigenous history, issues, rights, governance, and culture in Canada and how that has contributed to systemic and institutionalized marginalization, racism, ableism, and inequity.
- Sound knowledge of the housing system and affordable housing sector in the province of BC
- Considerable knowledge of the concepts of institutional and structural exclusion and how these impact underrepresented communities
- Sound knowledge of best practices in advancing strategy and policy to support marginalized communities
- Working knowledge of the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans – TCPS 2 and related BC Housing policies
- Ability to develop research documents, including literature, scoping reviews and manuscripts
- Ability to operationalize (i.e., secure appropriate ethics approval) and evaluate ongoing research
- Ability to facilitate, engage, present to and mobilize multisectoral stakeholders
- Ability to learn and apply departmental policies and the Commission’s mandate
- Ability to work collaboratively with cross-functional groups to achieve common goals
- Ability to build and foster relationships with Elders, Knowledge Keepers, urban and non-urban Indigenous communities, academic institutions, scholars, and other external stakeholders
- Ability to demonstrate a high level of self-awareness, empathy, and emotional intelligence
- Ability to lead a project from idea to execution while managing multiple inputs and priorities
- Ability to manage project teams and external consultants
- Ability to exercise sound judgment, tact and diplomacy in dealing with sensitive matters
- Ability to identify weaknesses and conflicts in policies and procedures
- Ability to apply an intersectional approach to work analyses
- Ability to be sensitive to the diverse perspectives of stakeholders and work with them to resolve differences
- Ability to formulate research plans, select appropriate methods, design, and conduct research
- Excellent written communication and presentation skills
- Strong data analysis and synthesis skills
- Strong analytical thinking, problem solving abilities, organizational and time management skills