



## **FULL-TIME CONTRACT POSITION AVAILABLE**

### **Senior Education Research Associate**

Quebec English-Speaking Communities Research Network (QUESCREN), Concordia University

### **General Accountability**

Under the direct oversight of QUESCREN's Research and Operations Manager, with strategic direction provided by QUESCREN's Co-Directors, the incumbent will produce and support production of research and resources on Education as it relates to English-Speaking Quebec.

### **Nature & Scope**

This position involves conducting and supporting original research projects aligned with a predefined [research agenda and set of topics related to education](#) for English speakers in Quebec. This includes analyzing qualitative and quantitative data, and producing resources such as briefs, reports, working papers, and infographics. The incumbent must demonstrate experience working in scholarly research environments with initiative, analytical rigour, strong writing skills, knowledge of research ethics protocols, independence, as well as spirit of collaboration. Subject-matter expertise in education and the capacity to communicate complex ideas clearly are essential.

### **Research and Analysis**

- Conduct literature reviews, policy analysis, and field research/interviews
- Analyze existing scholarship and data, including statistical data, in both English and French

### **Content Development and Writing**

- Write at a high professional level in either English or French
- Produce concise research resources such as briefs, reports, blog posts, and working papers
- Edit and proofread materials to ensure clarity, accuracy, consistency, and appropriate tone
- Translate complex research findings into clear, plain-language content tailored to diverse audiences

### **Project Coordination and Support**

- Liaise with research assistants and contracted researchers on timelines and outputs
- Contribute to funding applications and strategic research planning

### **General Team Support**

- Provide support for other team tasks as needed

## Education and Experience Required or Considered Assets

- Master's or PhD degree in education, sociology, public policy, or another relevant social science field
- 3+ years of high-level experience conducting academic or applied research
- Expertise in education-related data and policy analysis, especially in the Quebec context
- Familiarity with statistical analysis tools and methods is a strong asset
- Excellent writing skills in either English or French; advanced English and French reading skills; minimum intermediate ability to speak both languages
- Demonstrated ability to write in clear, concise, jargon-free language for a general audience
- Experience working with community groups or in policy-oriented environments is an asset
- Knowledge of the English-speaking Quebec population and its realities is an asset
- Strong initiative and capacity to work independently

## Working Conditions

- Position title: Senior Education Research Associate, Quebec English-Speaking Communities Research Network
- Salary range: \$46.00 to \$52.68/hour (\$83,270 to \$95,877 per year for 35 hours/week; pro-rated if fewer hours) with annual salary and step increases
- 28 to 35 hours/week (to be negotiated at time of job offer)
- Contract type: Research Associate contract, Concordia University Research Employee (CARE) union, regulated by the CARE collective agreement and Concordia University human resources policies.
- Contract duration: 1 year, starting with a 3-month probation period, and renewable based on performance and availability of resources
- Location: Minimum 1 day per week at Concordia University, Montreal, Loyola Campus, room CC-219. Flexible work arrangement allows up to 4 days per week from home.

## How to Apply

Please send your CV and cover letter to [QUESCREN@concordia.ca](mailto:QUESCREN@concordia.ca) in English or French, as well as two research/writing samples of minimum 5 pages each, ideally framed for a general audience, **by September 28, 2025**.

## Employment Equity

Concordia University is strongly committed to employment equity within its community and to recruiting a diverse faculty and staff. The University encourages applications from all qualified candidates, including women, members of visible minorities, Indigenous persons, members of

sexual minorities, persons with disabilities, and others who may contribute to diversification. Candidates are invited to self-identify in their applications.