



**“TOGETHER WE WILL CONTINUE TO BUILD A STRONG MÉTIS NATION”**

## **Research & Project Coordinator – CANCER Project**

The Provincial Office of the Métis Nation of Alberta (MNA) is recruiting for a full time Health & Wellness Research & Project Coordinator (RPC) focused on a large Cancer Project. Reporting to the Senior Manager of Health, Children, and Youth, the RPC will facilitate the development of Evidence-Based Cancer Prevention Strategies that Support Alberta Métis citizens.

### **Major Responsibilities**

- Conduct a Literature review on various topics related to cancer topics and the types of programs available specific to travel and accommodations.
- Coordinate the development and implementation of a Pilot Project: Cancer-related Transportation Services for Métis Patients Living in Northern/Rural/Remote Communities
- Coordinate the Development of a comprehensive tool on Métis-specific Cancer Journey
- Coordinate and Facilitate focus groups specific to cancer within the Métis community.
- Facilitate Cancer prevention education workshops and Métis health awareness initiatives.
- Develop relationships with the Métis community, University of Alberta, and other key stakeholders with the intent of achieving effective delivery of the pilot project.
- Supporting the MNA/UofA research team as required.

### **Knowledge / Experience Requirements**

We are looking for a motivated, confident, and driven individual who is passionate about research, Métis issues, and has excellent analytical and writing skills.

- Ability to produce professional documents, reports and presentations
- An in-depth understanding of the Métis Nation of Alberta and Métis culture.
- Exceptional verbal, written, listening, and interpersonal communication skills.
- A proven track record of building collaborative partnerships with a variety of internal and external stakeholders, including government, industry, service provider, and community.
- Recognized strength in leading and engaging teams and creating a culture that promotes development of individual and organizational capacity.
- Knowledge of Cancer prevention and health research is an asset.

### **Academic Requirements**

Post-secondary baccalaureate degree education in a related field with a research focus is required.

Closing Date: December 8, 2017

**Submit your resume to:**

Métis Nation of Alberta  
#100, 11738 Kingsway Avenue  
Edmonton, Alberta T5G 0X5  
E-mail: kbradburn@Métis.org

*The Métis Nation of Alberta thanks all applicants for their interest; however only those applicants selected for interview will be contacted. No phone calls please.*