

Research Coordinator

The Students' Association of Mount Royal University (SAMRU), a medium-sized, student-focused, non-profit organization, is currently seeking a capable and committed professional to join our staff team. This results-oriented self-starter must be able to provide excellent and objective research support to the organization. The successful candidate will have the following experience and credentials:

- A post-secondary degree with specific research training;
- general knowledge of the post-secondary environment in Alberta;
- experience in at least two of the following areas: public policy research, business and strategic planning, capital projects, evaluations, market research, service feasibility analysis;
- experience completing both qualitative and quantitative research projects, including research design, implementation, analysis, and reporting;
- superior written and oral communication skills;
- ability to work independently;
- complete fluency with MS Office;
- high level of attention to details with an understanding of the broader perspective;
- excellent organizational and time management skills; and
- an unbiased point of view.
- Experience with student organizations is definitely an asset.

Candidates are invited to submit their resume by Monday August 9, 2010 at 4:30 p.m. to John Hadley at j.hadley@samru.ca. No telephone inquiries please. Only candidates selected for an interview will be contacted.

The successful candidate must be willing to work occasional evenings and weekends, and may be required to travel. This is a full-time permanent position with a starting salary of \$38,500 per year. The Students' Association offers additional monetary and non-monetary benefits to its employees. Employees are entitled to health and dental benefits, long and short term disability insurance and life insurance at no cost as 100% of the premiums are covered by the organization. Employees also enjoy a progressive, 35 hour work week and a policy on flextime which allows them to bank time during peak periods and "flex-off" during slow ones. Our annual holiday closure in December is one week and, in addition to that, vacation entitlement is three weeks to start, increasing with seniority to a total of 25 days per year.

We are the collective voice of our members

We create change through advocacy

We inspire growth through engagement

We serve students to help them succeed

For more information about our organization, please visit our web site at: www.samru.ca