Faculty Research Officer

York University is known for championing new ways of thinking that drive teaching and research excellence. Our 53,000 students receive the education they need to create big ideas that make an impact on the world. Meaningful and sometimes unexpected careers result from cross-discipline programming, innovative course design and diverse experiential learning opportunities. York students and graduates push limits, achieve goals and find solutions to the world’s most pressing social challenges, empowered by a strong community that opens minds. York U is an internationally recognized research university – our 11 faculties and 24 research centres have partnerships with 200+ leading universities worldwide.

PLEASE NOTE: This is a part-time position with 21 hours a week.

In this role you will be responsible for the coordination and delivery of services designed to enhance, promote and support research in the Faculty of Health. The major responsibilities of this position include identifying and disseminating research funding opportunities, coordinating the grant, contract, and award application/nomination process, facilitating the administration of research funding, and acting as a key resource and support for research issues in the Faculty of Health.

To be considered for this opportunity, you will bring the following:

A Graduate/Masters degree in a relevant discipline or four (4) years recent experience (defined as within the last five years) working at York University performing the same or similar tasks. This education equivalency is in addition to the experiential requirements outlined. You will also bring a minimum 3 years of recent related experience in an institutional (post-secondary, agency, government) setting including independent research/graduate work. You will bring experience in preparing/reviewing research funding proposals and budgets. You will also bring research grants administration experience.

For full position details and to apply to this exciting opportunity visit www.yorku.ca/jobs and refer to posting YUSA-11603.

We offer comprehensive benefits and access to superb educational and recreational facilities. For more information on what York has to offer U please visit: http://hr.info.yorku.ca/benefits/

York University is committed to Employment Equity and encourages applications from all qualified candidates. The University welcomes applications from all qualified individuals, including individuals within the University’s employment equity categories of women, persons with disabilities, members of visible minorities and aboriginal persons, individuals of diverse gender and sexual orientation and all groups protected by the Human Rights Code. York University is committed to employment equity and diversity and a positive and supportive environment.

York University offers accommodation for applicants with disabilities in its recruitment processes. If you are contacted by York University regarding a job opportunity or testing, please advise if you require accommodation. Please note, only those selected for an interview will be contacted.