

IDENTIFICATION

Job Title:	Research Associate	Division:	YukonU Research Centre
Name of Immediate Supervisor:	Michelle Leach	Position Number:	
Supervisor's Title:	Scientific Director	Effective Date:	

Purpose of the Role

The Research Associate will oversee the research, coordination, and implementation of the CIHR-funded Integrated Youth Services (IYS) Network – Phase 2 project in the Yukon. This initiative focuses on improving youth mental health and substance use services through community-driven, culturally grounded, and evidence-informed approaches.

Working under the direction of the Scientific Director, the Research Associate will manage all aspects of the project, including stakeholder, rights holder and community engagement, research design and execution, advisory group facilitation, and knowledge mobilization. A central focus of this role is to ensure that youth, newcomer, Yukon First Nations and family/caregiver voices are meaningfully integrated into all phases of the research and that outcomes support the development of an equitable, culturally relevant IYS model for the Yukon.

Key Responsibilities

1. Coordinate and manage the implementation of the IYS Network Phase 2 research project, including project expenditures, ensuring alignment with project objectives, timelines, and funding requirements.
2. Engage and collaborate with youth, families, service providers, Yukon First Nations governments, and other key partners and youth-serving organizations to guide project activities and ensure culturally safe and inclusive approaches.
3. Organize and facilitate the work of advisory groups, including youth, service provider, and expert panels, ensuring collaborative and transparent decision-making.
4. Design, conduct, and oversee mixed-methods research (qualitative, quantitative, and community-based/led) related to youth mental health, wellness, and service access.
5. Performs statistical and thematic analyses including data cleaning, coding, and interpretation.
6. Lead knowledge mobilization activities, including report writing, plain language summaries, community presentations, and academic dissemination, ensuring findings are accessible and actionable.
7. Provide mentorship and supervision to junior researchers, youth research assistants, and students, fostering capacity building in community-based and participatory research while ensuring ethical integrity and adherence to OCAP® principles and Yukon University's research ethics processes.

People Leadership

Provide direct supervision of PhD student(s), Master student(s) and research staff on the IYS project, including recruitment, onboarding, work planning, coaching, and performance management.

JOB ELEMENTS

Decision - Making

Leads research planning, design, and implementation decisions within the scope of the IYS project.

Recommends strategies to the Scientific Director for advancing research goals, improving project delivery, and enhancing community engagement.

Provides mentorship and direction to junior research staff and community-based researchers.

Makes informed decisions on when and how to initiate, nurture, and sustain relationships with community members, partners, and stakeholders to support the development of new collaborations, strengthen existing partnerships in alignment with project goals.

Oversees project budgets and contributes to financial tracking and reporting in collaboration with YukonU's administrative team.

Communication and contacts

Works collaboratively with project advisory groups, and territorial, national, and community partners to advance the development of an IYS model for the Yukon. This includes maintaining regular communication with youth, families/caregivers, community representatives, and knowledge users to ensure transparent updates, co-learning, and culturally informed approaches.

Strategic communication and coordination with both internal and external stakeholders, partners and rights holders. Internally, this includes working with YukonU departments such as Finance, Human Resources and Communications. Externally, the position engages with Yukon First Nations governments, territorial departments, community and healthcare organizations, and academic partners, including national IYS initiatives, to co-develop priorities and foster strong, collaborative relationships.

Represents Yukon University at meetings, conferences, and events, translating complex research and operational information into accessible language while cultivating trust and long-term partnerships.

Knowledge and Experience

Education and Experience

- Master's or PhD in health sciences, psychology, social work, public health, or a related discipline.
- Minimum 5 years of experience leading or coordinating applied research projects, preferably in youth mental health, Indigenous health, or community-based/led research.
- Experience working in trauma-informed and culturally responsive ways that honour the safety, dignity, and lived experiences of youth and other vulnerable populations.
- Experience working respectfully and collaboratively with Indigenous communities and youth.

Knowledge and Skills

- Strong understanding of mixed-methods and participatory research approaches.

- Demonstrated ability to build partnerships and foster collaborative relationships across sectors.
- Knowledge of OCAP® principles, ethical community engagement, and trauma-informed research practices.
- Excellent written and verbal communication skills, with the ability to translate research into practical, accessible knowledge products.
- Strong organizational and project management skills, with attention to detail and accountability to timelines.

WORKING CONDITIONS

Specific Working Conditions & Requirements

- Based at Yukon University, Ayamdigut campus.
- Regular travel to Yukon communities is required and occasional national travel to attend relevant conferences.
- Occasional evening or weekend work may be required to accommodate community schedules.
- Ability to manage workload under tight timelines and multiple concurrent priorities.
- Work may involve sensitive discussions related to youth mental health, requiring awareness of self-care and reflective practice.
- Duty to report any situations where a youth participant may be at risk of harm, in accordance with ethical guidelines, REB protocols, and Yukon territorial legislation.