

CESI Student Position

Research Shop Assistant

The [Community Engaged Scholarship Institute](https://cesinstitute.ca) (CESI) is hiring students to join our team as Research Shop Assistants for the Fall 2025 and Winter 2026 semesters. CESI is a research and teaching institute in the College of Social and Applied Human Sciences working in collaboration with community organizations to address community research priorities. Our work enables university-community collaborations that positively impact our partners and the wider community.

Reporting to the Research Projects Assistant, the Research Shop Assistant positions will support community engaged research projects.

This activity is approved for inclusion on the Professional and Career Development Record.

Main Duties

- Work with the Research Shop team to support ongoing research and evaluation projects, including performing literature reviews, environmental scans, focus groups, surveys, etc.
- Collaborate with other students and/or faculty in an interdisciplinary setting.
- Receive professional development related to community engaged scholarship and knowledge mobilization.
- Attend regular meetings with other Research Shop students and community partners.

Hours of work will be up to 5 hours per week. This position pays \$25.00/hour. The incumbent must currently be registered as a student at the University of Guelph and may be from any program. Training will be provided to the selected candidate.

Required Skills and Experience

- Demonstrated qualitative research skills
- Excellent oral and written communication skills
- Good organizational and project management skills; very strong attention to detail
- Good judgment and problem-solving skills
- Interest in applying research knowledge to real-life situations and working with diverse teams of community and university partners.
- Readiness to learn
- Some availability for team meetings, data collection, etc, during regular business hours.



Additional Skills and Experience (Assets)

- Demonstrated strong writing experience
- Experience related to community engagement
- Experience related to program evaluation
- Quantitative research skills
- Experience working with marginalized individuals and groups, specifically in a research setting

At the University of Guelph, fostering a culture of inclusion is an institutional imperative. We invite and encourage applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our institution. At CESI we are working to create a working and learning culture that is informed by and committed to anti-oppressive practices.

Application Package

- Curriculum Vitae (CV)
- Short cover letter describing your interest in this position (max. 1 page)
- Names and contact information for two references

Application Deadline: Please submit your application package by 11:59pm on Sunday, October 5. Interviews will be held in early-mid October.

Send your application package to the attention of:

Kendra Schnarr
Research Projects Assistant
Community Engaged Scholarship Institute
cesi@uoquelfh.ca