



## Job Opportunity **RESEARCH ASSISTANT**

Spring/Summer 2024

### 1) Job Description:

Heritage Saskatchewan, a non-profit organization who gives voice to living heritage in Saskatchewan, is hiring a student to conduct heritage-related research this summer. The subject of this research is on funds and grants that exist for heritage, both tangible and intangible, in Saskatchewan. Research will involve interviewing the operators and caretakers of heritage sites, past Heritage Saskatchewan Award winners, heritage practitioners, and other recipients of heritage-related funding. The research will also involve comparative analysis of heritage conservation funding across jurisdictions, stories about places, and impacts and needs in funding. In addition, the student will compile findings into a format that is easily referenced and referred to for public communications. The research will be used internally and externally for advocacy purpose, and results will be communicated to stakeholders and partners.

1. Provide research in the following areas (listed in no order of priority):
  - a. Reach out to and interview people identified by Heritage Saskatchewan to understand and record their funding successes, needs, and stories;
  - b. Seek out other parties interested in heritage funding and heritage conservation to understand and record their funding successes, needs and stories;
  - c. Compare funding amounts, models, etc. across jurisdictions and sectors to understand best practices for both tangible and intangible heritage.
2. Provide recommendations, based on research outlined above, for how to address gaps, challenges, and problems in the sector.
3. Retain and document data from field notes, interviews, site visits, or any other research. Retention methods to be negotiated in discussion with the supervisor.
4. Write blog posts, when applicable, for the Heritage Saskatchewan website, and contribute periodically to its social media accounts.
5. Write reports for Heritage Saskatchewan:
  - a. Short monthly reports
  - b. An internal final report, length and subject determined by the work, due at the end of the employment period.
    - i. Include short summary report for the Heritage Saskatchewan Annual Report

The ideal candidate will have strong communication skills in English; be comfortable with working independently; be able to easily converse with a diverse range of people in terms of demographics, and a diversity of opinions and worldviews; and possess an ability to represent our organization in a professional manner. The incumbent must be computer literate, with the ability to establish a user-friendly database for the accumulated information. The student shall be required to travel within the prescribed area for engagement sessions with individuals and organizations and therefore a valid driver's license is recommended.

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1867 MacKay Street • Regina, SK • S4N 6E7 • (306) 780-9191 • [info@heritagesask.ca](mailto:info@heritagesask.ca)

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A background in any of these areas of studies would be an asset: Folklore, Heritage Conservation, Museum Studies, Anthropology, Sociology, Geography, Library Science, History, Political Science, or another Liberal Arts/Humanities program.

As an organization that values diversity, we support and encourage students from diverse cultural backgrounds to apply.

2) Compensation

**Timeframe: May 13, 2024 to August 31, 2024 (totaling 16 weeks) at 35 hours/week**

**Wages: \$10,080.00** (\$18.00/hour x 35hours/week x 16 weeks); Heritage Saskatchewan will cover mandatory costs such as Worker's Compensation, CPP, etc. Heritage Saskatchewan will also offer financial contribution toward Internet and cellphone expenses of the successful applicant during the 16-week timeframe.

3) Location: The student will work remotely in association with the Heritage Saskatchewan office, which is located in Regina. This position will also require some travel within southern Saskatchewan.

**Application deadline: March 28, 2024**

Send your application by email to:

**Heritage Saskatchewan [info@heritagesask.ca](mailto:info@heritagesask.ca) Attn: CEO Ingrid Cazakoff**

**Applicants must be eligible for Young Canada Works in Heritage. Applicants must be between 16 and 30 years of age inclusively at the start of employment and legally entitled to work in Canada.**

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Heritage Saskatchewan is a non-profit organization, located in Regina, Saskatchewan

Mission: *Heritage Saskatchewan gives voice to Living Heritage.*

Heritage Saskatchewan's work focuses on three key areas: Research, Community Resilience, and Leadership. It is through our research where we have the ability to influence and inform new thinking about heritage. In turn, we are sharing our knowledge with the people of Saskatchewan to strengthen our collective ability to lead, collaborate, develop and promote Living Heritage in Saskatchewan – giving voice to Living Heritage\*.

\*Living Heritage are those values, beliefs and ways of living we inherit from past generations that we still use to understand the present and make choices for the future. This Living Heritage shapes our sense of identity as individuals and our relationships with others, shaping our communities and our quality of life.

Heritage Saskatchewan's definition of Heritage:

*Heritage is what we have received from the past. It shapes our present identity and provides insight for our future. Heritage includes a range of activities in the areas of stewardship, preservation, research, education and engagement. Within this context, these activities must exhibit sensitivity to the indigenous natural environment; the impact of the interaction between human activity and natural environments; and differing perspectives regarding objects, ideas, places and traditions.*

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This project is funded by Young Canada Works in Heritage Organizations and Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation.

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