POSITION DESCRIPTION

Position Title	Research Intern: Library Needs Assessment
Department/School	Selkirk Innovates
Employee Group	N/A
Pay Grade	$21.20/hr + 4% in lieu for current college or undergraduate students $22.86/hr + 4% in lieu for recent graduates or graduate students
Total Hours	420
Work Term	June 3 – Oct 31, 2024. 15-25 hours per week
Location	Hybrid. Intern can primarily work remotely but should be in Nelson, BC for focus groups (5 days in July and September)
How to Apply	Submit resume and cover letter as attachments to LRETHORET@SELKIRK.CA by 4:00 pm May 15, 2024

POSITION SUMMARY

Public libraries are critical elements of physical and social infrastructure in communities across Canada. They continuously evolve to respond to changing community needs. The Nelson Public Library is proactively planning for the expected impact in demand for library programming and services as the needs of the diverse local population grow and shift.

Selkirk Innovates is conducting a 30-year future library needs study in partnership with the Nelson Public Library. Under the supervision of the Faculty Researcher, the intern will conduct research to support this study, which aims to review provincial, national, and international trends in library services and facilities, assess applicability for the Nelson community, engage the community to explore local needs, and recommend next steps as well as future funding or operational models.

The ideal candidate is a career-oriented individual who is looking to gain valuable work experience in the fields of community-based research, community development, or librarianship. This Mitacs-funded internship will be based at Selkirk Innovates, Selkirk College's department of applied research and innovation. In addition to fulfilling their research responsibilities, the intern will support the department's operations and/or interdepartmental collaborations.

The successful applicant will be required to enroll in the Selkirk Innovates Applied Research Internship Training Program which includes work-integrated learning activities that intentionally support the intern to advance career competencies over the course of their internship. This program does not have a fee. Fulfilment of course requirements is part of the paid internship experience.

Some applicants may be offered a position on an eligibility list to fill similar positions if available.

COMMITMENT TO INCLUSIVE EXCELLENCE

The diversity of our workforce is at the core of our innovation and creativity and strengthens our research and teaching excellence. In keeping with our strategic commitment to diversity and inclusion, Selkirk College strives to embody the values of respect, collaboration and diversity, and has a strong commitment to employment equity. Selkirk Innovates seeks qualified candidates who share our commitment to equity, diversity and inclusion, who will contribute to the diversification of ideas and perspectives, and especially welcomes applications from First Nations, Métis and Inuit peoples, members of racialized communities ("visible minorities"), persons with disabilities, women, and persons who identify as 2SLGBTQ+.

MAIN DUTIES AND RESPONSIBILITIES

- Undertake an environmental scan and local data review to understand the state of knowledge about the local library context and needs
- Complete a systematic literature review to develop a knowledge base of library trends and best practices
- Support in-person focus groups and/or interviews and/or a survey to engage the community to determine how local demand for library services is evolving (including event planning and note taking)
- Analyze data to identify themes and possible future directions for the library
- Support development of a final report
- Complete requirements of the Applied Research Internship Training Program, including an individualized learning plan, training activities (as applicable), and a final internship experience report.

QUALIFICATIONS

- Ability to gather and synthesize large amounts of information, including plans, reports, statistics, and academic literature
- Experience with qualitative data collection processes like focus groups, interviews, or surveys is an asset
- Experience analyzing qualitative data is an asset
- Strong written communication skills, including the ability to take detailed notes, write repots, and produce polished documents
- Ability to work independently while communicating progress and meeting deadlines
- Proven ability to prioritize work, keep track of assignments, meet deadlines, complete tasks under pressure, and be flexible
- Excellent interpersonal skills
- Access to a suitable home workspace and computer with reliable internet access, as well as an ability to work in Nelson occasionally as needed
- Knowledge of Nelson and the surrounding area is an asset
- Preference for candidates enrolled in or recently graduated from related post-secondary educational programs like Library and Information Studies/Technology, English, Education, and Community Development.