

# Seeking research employers for student interns

**Availability:**  
**September to December**  
**and May to August**

## **OUR STUDENTS HAVE:**

- Strong interests in research.
- Experience with quantitative, qualitative, and new research methods.
- Working knowledge of the latest in data capture technologies, including mobile and online surveys and online focus groups.
- Background in fundamental and advanced statistics.
- Training in SPSS, Excel, Access, and PowerPoint.

Through academic coursework, students are trained in the following competencies and are required to demonstrate a variety of **six skills** from the following list during the internship:

- Participating in project meetings.
- Developing research proposals and/or ethics applications.
- Developing program logic models and/or evaluation matrices.
- Developing project budgets and costing.
- Conducting secondary research and/or literature reviews.
- Critiquing and designing research instruments (e.g., questionnaires and discussion guides).
- Recruiting research participants.
- Arranging focus groups and interviews.
- Accessing and analyzing syndicated data.
- Monitoring social media channels.
- Designing data entry forms.
- Preparing analysis and/or tabulation plan.
- Drawing samples and/or monitoring sampling quotas.
- Participating in qualitative or quantitative fieldwork/data collection.
- Entering, verifying, coding and/or cleaning data.
- Managing or querying databases.
- Checking and analyzing tabulation reports.
- Interpreting data and developing a story.
- Structuring, designing or writing reports.
- Participating in client presentations.
- Designing surveys.
- Preparing and/or delivering client presentations.



## **HOST EMPLOYER COMMITMENT INCLUDES PROVIDING:**

- A key mentor who has a background in research.
- Regular feedback and guidance.
- A workspace with computer access.
- Assistance in setting learning goals.
- Reviewing students' learning portfolio.
- A paid internship.
- A performance review at the end of 12 weeks.
- Adherence to employer responsibilities.

## **ADDITIONAL INFORMATION**

- Students must complete a minimum of 12 weeks to graduate.
- There is no obligation to continue employment after 12 weeks; however, students can continue in a contract, part-time or full-time role.

## **CONTACT**

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