



Qualitative Research Assistant
Job Description
Location: Remote US

The Role

Integrate Health seeks a motivated new part-time team member to support Integrate Health's Research Team qualitative projects, working up to 20 hours per week but no more than 20 hours. Reporting to the Research & Grants Manager and working collaboratively with other staff including the Director of Monitoring Evaluation Research and Learning, you will have the opportunity to contribute to the analysis, synthesis, and dissemination of qualitative research. Your critical thinking skills, high level of attention to detail, and excellent writing skills will be essential in supporting research at Integrate Health.

Compensation is competitive and will be determined based on a combination of skills and research experience. The compensation for this part-time compensation for this position in the US will be between \$18.00 - \$22.00 per hour.

About Integrate Health

Integrate Health (IH) is a rapidly growing global health organization working to serve remote communities in West Africa and New York. We believe that access to healthcare is a human right, and we are committed to making this a reality in the countries in which we work. Integrate Health works alongside governments and the local community to implement and study an integrated approach to strengthening primary healthcare delivery in order to achieve universal health coverage. By integrating professional Community Health Workers with improved care in public clinics, this approach creates a patient-centered health system that is accountable to the community and dramatically reduces mortality in severely resource-limited settings. For more information on Integrate Health, please visit www.integratehealth.org.

Your Contribution

We are seeking a Qualitative Research Assistant who will support our Research team. They will work with staff at Integrate Health, most closely with the Research & Grants Manager, to complete various qualitative research projects.

1. Data analysis & interpretation

- Use rigorous qualitative methods to analyze interview transcripts and other data sources
- Develop templates for analysis of qualitative data
- Analyze and summarize qualitative data
- Support the development of matrices
- Write analytic memos and support interpretation of findings

2. Dissemination of findings

- Develop slide decks and other written reports for internal dissemination
- Contribute to conference abstracts and manuscripts

3. Project coordination

- Develop protocols for data analysis
- Manage data and project documents in shared folders (Dropbox)
- Initiate and schedule team meetings to discuss project progress and interpretation
- Manage project timelines and support strategies to meet deadlines

What Are We Looking For?

- Bachelor's degree or equivalent experience
- Some qualitative research experience (1-2 years)
- Excellent, demonstrated writing skills
- Excellent, demonstrated presentation skills
- A deep commitment to anti-racist, anti-sexist, anti-neocolonial ideals

The ideal candidate is a sound communicator, self-directed, and professional. They are a team player who enjoys collaborating with a passionate and growing team. The Qualitative Research Assistant may have varied skills or interests not captured within this job description: we want to cultivate your skills to complement our team of self-starters.

What will get us excited?

- Some French language ability
- Experience with rapid qualitative or template analysis methods
- Experience with qualitative research software (Dedoose, NVivo, Atlas.ti)
- Knowledge of implementation research and/or determinants frameworks
- Knowledge of or experience in global health

Success Profile

IH values include efficacy, empowerment, commitment, transparency, and respect. IH expects that the Qualitative Research Assistant will model and embody these values and will have the following characteristics:

- Diplomatic and humble learner with the ability to listen
- Growth mindset and lifelong learner attitude
- Excellent interpersonal and communication skills (written and spoken), with demonstrated ability to earn respect of colleagues and partners from diverse backgrounds
- Experience in community-based qualitative research preferred
- Must be extremely detailed oriented, organized, and efficient
- Must be committed to social justice and to the fundamental rights of all humans

To Apply

Please submit a resume and responses to the three questions below to **info@integratehealth.org** with "Qualitative Research Assistant" in the subject line.

1. Why are you interested in this position?
2. What is one reason you think you'd be a good fit for this position?
3. What is one strength you would bring to this position?

Please keep total question responses to a maximum of one page. The application deadline is rolling. Interested applicants are strongly encouraged to apply as soon as possible.

Our Values

Integrate Health is committed to being an anti-racist, anti-sexist, anti-neocolonial, and pro-equity organization. We acknowledge that this is an ongoing process and that we will always have more work to do to identify, unpack, and interrupt the ways dominance shows up in our organization and our sector. You can read more [here](#) about the work we have undertaken to date. Integrate Health was founded as a response to what we perceived as failures in the aid community to do what was right.

Integrate Health undertakes the hard work of engaging communities and tackling hard and structural challenges in healthcare, all in a way that is led by local leaders.

We place a high value on diversity and the benefits that come from having employees with a wide variety of backgrounds and experiences. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.

Applicants of color and women are strongly encouraged to apply.

Hiring Process

The hiring process will include the following steps:

1. Review submitted applications
2. Conduct 20-minute screening interviews for shortlisted candidates
3. Request that shortlisted candidates submit a practical assessment (designed to take no more than two hours to complete)
4. Conduct skills-based interviews for 3-5 candidates
5. Request references
6. Conduct final interview if necessary
7. Make offer

Only shortlisted applicants will be contacted, but candidates who proceed to step 2 will be notified if they are not chosen for step 3.