

**Graduate Research Assistant Position**  
**INTERNATIONAL INSTITUTE FOR QUALITATIVE METHODOLOGY (iiQM)**  
**“Pushing Boundaries” Speaker Series Coordinator**

The [iiQM](#) is hiring a graduate research assistant, mid-Sept 2024 – mid-April 2025.  
The position is for 4 hours/week at U of A GRA rates.

The International Institute for Qualitative Methodology is an interdisciplinary institute at the U of A dedicated to advancing and pushing the boundaries of qualitative research through training, research, and community building. In 2024-25, the iiQM is developing and offering a hybrid public speaker series, “Pushing the Boundaries of Qualitative Methodologies.” The series will involve three seminars with international methodologists to explore transformations in how we do and think about qualitative research practice. The series will be hosted by U of A graduate students and held in a hybrid format.

With support from the iiQM team, the GRA will lead the work of coordinating the series by:

- identifying and inviting speakers and graduate student hosts
- managing scheduling, setup, and support for participants
- publicizing the event through mailing lists, social media, and U of A outlets
- assisting with other related activities to ensure a successful series.

The ideal candidate for this position is a graduate student whose past and/or current experiences demonstrate:

- hands-on familiarity with running an academic speakers series or similar event, including in online and hybrid formats
- familiarity with, and keen interest in, a range of qualitative research methodologies (previous practical experience is a plus)
- strong organizational and planning skills
- comfort working both independently and in a team
- understanding of working in inclusive ways with diverse presenters and audiences
- facility with publicizing events, including through social media, listservs, and U of A channels

Preference is given to doctoral applicants, but Master’s students are welcome to apply.

If you are interested in this position, send the following to [sdorow@ualberta.ca](mailto:sdorow@ualberta.ca) by 4 pm on Tuesday, SEPTEMBER 10 with the Subject Line “Pushing Boundaries GRA”:

- **cover letter** outlining your interest in, and fit with, the position – *please demonstrate fit by briefly and concretely describing your relevant experiences*
- **resume/CV**
- names, positions, and contact information of **two references** with knowledge relevant to the requirements of the position

Materials can be addressed to Dr. Sara Dorow, Director of the iiQM.

The iiQM seeks to support equity in employment. We encourage applications from people of colour, Indigenous people, people with disabilities, 2SLGBTQ+ people, women, and other historically marginalized groups. Applicants are welcome, but not required, to self-identify in their letter of application.