



# Job Posting: Research Assistant – Summer Internship

**Location:** Flexible (virtual staff team across Canada)

**Posting date:** 16 March 2020

**Application Deadline:** 13 April 2020

## Overview

### About the Institute

The [Canadian Institute for Climate Choices](#) is an unparalleled collaboration among more than 50 experts from across the country. We produce rigorous and independent research, analysis and insight to bring clarity to the climate challenges and transformative policy choices ahead for Canada.

### The role

We are seeking a motivated and responsible individual that is currently enrolled in a Canadian postsecondary program or has recently graduated. The Research Assistant will assist the Institute in producing rigorous research and evidence-based insights on climate change policies for Canada.

The Institute is dedicated to providing constructive professional experience for emerging climate policy leaders and learning from the diverse experiences and perspective of Canadian youth. To support these objectives, the Research Assistant will work with the Adaptation, Clean Growth, and Mitigation research teams to analyze data, review literature, and evaluate policies. Specific tasks the Research Assistant may undertake include conducting literature reviews, develop case studies, assisting with report writing, and data analysis.

### Preferred qualifications and experience

- Experience analyzing climate change associated policies and a broad knowledge of climate change issues across Canada
- Strong written communication skills demonstrated through coursework, contributions to reports, and inter-organization communications

- Record of effectively managing independent projects and competing deadlines through work experience and academic studies
- Proven ability to work collaboratively in a team setting
- Passion about adaptation, clean growth, or mitigation policy and issues, with interest in pursuing a related career
- Experience using excel to analyze and visualize data, with additional skills in quantitative analysis considered an asset
- High proficiency in French and English is considered a strong asset

### **Additional Details**

- Internship positions with the Canadian Institute for Climate Choices are open to students that were enrolled as a full-time student at a Canadian university or college during the winter/spring term of 2020
- This is paid internship from May 2020 to September 2020
- A component of the work will be done in a virtual environment, in coordination with Institute colleagues, experts and advisors located across Canada

### To apply

Send one PDF file including a cover letter and resume outlining your interest and qualifications to [careers@climatechoices.ca](mailto:careers@climatechoices.ca).

The Canadian Institute for Climate Choices is committed to being an inclusive and equal-opportunity employer that cultivates and celebrates diversity within our hiring practices and organizational culture.

We thank all applicants, but only those selected for an interview will be contacted.