



Current Opening: Grant Researcher

Terms: 37.5 hours/week for 13 weeks, as part of the Canada Summer Jobs program

Salary: \$14/hour

Apply by: May 15, 2019

Planned Parenthood Ottawa (PPO) is a registered, charitable, not-for-profit organization that provides a range of services and information for people in the Ottawa area to make healthy and informed decisions about their sexual health, bodies and relationships. Education, counselling, information and referral services are available in a safe environment, free of judgement and a full understanding of options and choices that best suits you.

The successful candidate will work alongside PPO staff to research funding opportunities that will support the growth and sustainability of our core programming. Tasks include (but are not limited to): researching new funding streams; collaborating with staff on the development of grant applications; and supporting fundraising events and opportunities as they arise.

Qualifications:

- ✓ Strong research skills
- ✓ Experience in grant writing
- ✓ Excellent communication skills, both written and verbal
- ✓ Ability to take direction, as well as work independently in a collaborative team environment
- ✓ Outstanding interpersonal skills
- ✓ Ability to work effectively in English (French is an asset)
- ✓ Interest in working in the field of sexual and reproductive health (SRH)
- ✓ Commitment to working within a feminist, anti-racist and anti-oppressive framework

Eligibility:

As this position is part of the Canada Summer Jobs (CSJ) program, eligible applicants must:

- ✓ be between 15 and 30 years of age at the start of the employment
- ✓ be a Canadian citizen, permanent resident, or person to whom refugee and protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment
- ✓ have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

For more information on the CSJ program, see: <https://www.canada.ca/en/employment-social-development/news/2018/12/backgrounder-canada-summer-jobs-2019.html>

Planned Parenthood Ottawa is committed to diversifying its staff to ensure that a variety of life experiences are represented and that it is reflective of the different communities in the Ottawa area. This includes but is not limited to: LGBTQ+ communities; racialized communities; Indigenous/First Nations communities; people living with invisible and visible disabilities and/or individuals living with intersecting marginalization(s).

To apply, please submit your resume and cover letter to jobs@ppottawa.ca by Wednesday, May 15.