

Job Title:	Researcher	# of Positions	1
Department/Group:	Staff	Phone #	905-451-5501
Location:	Brampton/Online	Travel Required:	no
Level/Salary Range:	Paid	Position Type:	Full-Time Summer Position
Contact:	Dennis Ball	Date Posted:	May 6, 2021
Will Train Applicant(s):	No	Posting Expires:	May 31,2021
Organization	Bramalea Free Methodist Church		
Address	355 Howden Blvd. Brampton Ontario L6S 4L6		

Applications Accepted By:

EMAIL: BFMC@BRAMALEAFM.COM

Subject Line: Summer Researcher Position

Job Description

ROLE AND RESPONSIBILITIES

We are seeking a qualified, self-sufficient, and thorough researcher for immediate hire. Using research methodologies, you will perform detailed research for Bramalea Free Methodist Church, analyze the gathered data, and present your findings. You will play a vital role in sourcing and extracting valuable information to benefit our organization.

- Coordinate with Church to determine research objectives
- Develop and direct given research assignments
- Conduct detailed research of intended subject matter according to church needs
- Design surveys, questionnaires, polls, etc., specific to research requirements.
- Utilize various professional sources to find and extract pertinent information
- Compile and organize findings in graphs, charts, mock-ups, and diagrams
- Document, report, and present research findings to management and clients

QUALIFICATIONS AND EDUCATION REQUIREMENTS

College/University or pursuing a Graduate Degree and returning to school
Qualify for Canada Summer Jobs

PREFERRED SKILLS

- proven experience in the field of research
- Proficient using Microsoft Office Suite
- Detail-oriented/ Able to multitask