

Company: Higher Education Quality Council of Ontario

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Description of the organization:

The Higher Education Quality Council of Ontario (HEQCO) is an independent agency funded by the Government of Ontario through the Ministry of Training, Colleges and Universities (MTCU). Since it was established in 2006, the Council has been asked by the Ontario government to provide leadership in creating a quality framework for the postsecondary education (PSE) sector; to monitor and report to the government and Ontarians on accessibility to PSE; to encourage inter-institutional transfer, retention and student engagement and success; and to advise on system planning and inter-jurisdictional competitiveness.

We make recommendations on the steps which should be taken to improve the quality of, and accessibility to, PSE programs. We advise the government on targets that should be set to improve PSE and the timeframes for achieving those targets. We also provide the minister with recommendations on performance measures that can be used to evaluate the sector (www.heqco.ca).

Brief description of the nature and scope of research performed by the organization:

The Higher Education Quality Council of Ontario employs a multifaceted research approach with a view to developing meaningful policy recommendations and publishing reports and other publications that inform the PSE community in Ontario, Canada and around the world. The Council conducts its research on the PSE sector under three broad themes:

- Participation/Accessibility/Retention
- Educational Quality
- System Design/Accountability

Our research approach is inclusive, bringing together researchers and practitioners from across the sector through major projects, expert discussion papers, conferences, workshops and colloquia. The Council issues requests for proposals, and enters into contract agreements and partnerships with other research organizations in order to work with some of the best thinkers on issues related to higher education.

Reports are also written by HEQCO research staff as informational pieces on issues of current interest in the PSE sector. They are used to provide context and analysis on a wide range of topics for those in government, academic institutions, associations and individuals with an interest in higher education (www.heqco.ca).

Internship Position Title: Summer Research Intern
Location: Toronto
Duration: May – August 2012
Type: Full-time contract position (paid)

Job Description:

HEQCO seeks skilled policy/education/social science students to join our small and dynamic research team. We are looking forward to the opportunity to help you enhance and develop knowledge and skills that will be useful for your career success; familiarize you with the opportunities that exist for careers in public policy research; and provide you with extensive knowledge in higher education and the postsecondary sector in Ontario. At the end of this opportunity you should be well placed to advance in your career.

Reporting to the Research Directors, the Summer Intern may be responsible for any or all of the following:

- conducting literature reviews, developing surveys and performing scans on policy development
- writing and preparing briefings, reports, graphs, tables and presentations for senior researchers
- assisting in statistical data analysis and evaluation using data analysis software such as SAS, STATA, or SPSS
- participating in projects, workshops, conferences, etc. as part of a team

The Summer Intern will be involved in a number of research activities, in particular on a research project of his/her own choice with a senior research member where the intern is exposed to a variety of research techniques and problems in public policy research.

Job Requirements:

- currently enrolled in or recently graduated from a graduate/post-graduate program in public policy, education, social science or a related field and/or experience in applied research utilizing quantitative and qualitative methods
- understanding of policy planning, research, analysis, design, development and evaluation processes
- organized, self-motivated, and able to work both independently and as a team member
- exceptional writing and verbal communication skills
- knowledge of office productivity software (e.g. MS Word, Excel, PowerPoint)
- statistical analysis and evaluation skills
- knowledge of higher education (and ideally the postsecondary sector in Ontario) would be an asset

Interviews will take place: On Campus Employer's Location Telephone

Hourly Wage: \$18.40 per hour

Number of Positions: TBD

Interested applicants are invited to submit resumes electronically to info@heqco.ca by February 20th 2012.