

**PART-TIME PROJECT COORDINATOR FOR
DIGITAL SOCIAL SCIENCE RESEARCH**

**GLOBAL DIGITAL CITIZENSHIP LAB
YORK UNIVERSITY
TORONTO, CANADA**

Overview of the Position

Based in the Department of Sociology at York University, the Global Digital Citizenship Lab (GDCL) is a dynamic community of researchers at the cutting edge of social science research analyzing the digital world through a social justice lens. In particular, we are combining cultural analysis with digital and computational methods to study the online manifestations of controversies about some of the world's most pressing problems (climate change, gender-based online abuse, etc.). We are interested in how laypersons and experts are acting as digital citizens involved in creating, interpreting, and disseminating evidence about these problems, and the debates that stem therefrom. For more information about the GDCL, visit <http://gdcl.apps01.yorku.ca/>.

The job of GDCL Project Coordinator represents an exciting opportunity for a self-motivated, organized, and team-oriented person to help lead a small group of social science researchers. Reporting to the GDCL's Director, the Project Coordinator will have the following set of core and preferred responsibilities:

Core Responsibilities

- Develop workflow and project implementation and delivery plans for the GDCL team and assist its members in meeting relevant timelines;
- Help oversee and coordinate the research of a team of four to five graduate students and a programmer, including data collection, data analysis, and computational script development;
- Leading the writing of research grant applications to various funding bodies (Social Sciences and Humanities Research Council, Canadian Foundation for Innovation, Canadian Institute for Advanced Research, etc.)

Preferred Responsibilities

- Identify and assist in the development or application of software packages and Python-based scripts for computational data collection, analysis, and visualization;
- Database organization and management via an external virtual server

Skills and Qualifications

Required Skills and Qualifications

- PhD in the social sciences, computer science, or related field;
- Research supervision or project management experience;
- Demonstrated organizational abilities, including timely project implementation and

- delivery;
- Experience with grant application writing;
- Capacity to collaborate with and help oversee a team of social science researchers and a programmer;
- Excellent writing, communication, and interpersonal skills

Preferred Skills

- Familiarity with substantive and methodological debates and approaches in both sociology and computational social science;
- Proficiency in qualitative and computational data analysis (textual analysis, social network analysis (SNA), natural language processing (NLP), and topic modeling);
- Familiarity with qualitative and computational analysis and visualization software (NVivo, Gephi, Pajek, etc.), as well as scripted or artificial intelligence (AI)-derived NLP, SNA, and visualization scripts or scripted packages;
- Knowledge of scripting languages (preferably Python);
- Knowledge of collaborative and project management software (Asana, Google Docs)

Hours

10 to 20 hours/week

Salary

\$35/hour

Start Date

June 2018

Contact

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