



Northern Ontario Farm Innovation Alliance

Research Assistant Job Description - Summer

Overview:

The Northern Ontario Farm Innovation Alliance is a non-profit organization working to advance agriculture across Northern Ontario through applied agricultural research and innovation. NOFIA was established in 2014 and works with industry stakeholders, academia, and all levels of government to accomplish its goals. The Research Assistant provides assistance as directed by the Executive Director, and works within the values, goals, and objectives of the organization.

Tasks & Responsibilities:

- Assist in identifying priority areas for agricultural research in Northern Ontario
- Assist with engagement activities with industry, government, funders and partners to ensure collaborative projects are successful.
- Support project implementation from application stage to final reporting according to the guidelines and parameters, as approved by the Executive Director.
- Assist with data collection and management on a project-basis, including some field work (soil sampling, etc.)
- Draft research results documents according to funding agency specifications for frequency and scope.
- Support development of communications tools for external partner communications, to be approved by the Executive Director.
- Assist in fielding inquiries regarding NOFIA programming and directs members of the public to external contacts as necessary for information.
- Provides support to the Executive Director as required.

A class G driving license is required. The intern will be required to travel occasionally and be flexible to work some evenings and weekends. **Deadline to apply is April 30th, 2026.**

Eligibility

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

Position Type: full-time, temporary (summer)

Starting date: Negotiable

Salary: starting at \$19.00/hour

Applications can be submitted to:

Emily Seed, *Executive Director*

emily.nofia@gmail.com

705-647-4782