



## The National Native American Boarding School Healing Coalition

**Title: Research Assistant**

Job Type: Full-Time

Location: Remote (In Minnesota or surrounding state preferred)

Deadline to Apply: Apr 15, 2023

### Job Summary

The National Native American Boarding School Healing Coalition (NABS) is seeking a highly motivated and skilled Research Assistant to join our team to conduct research related to Indian boarding schools. Reporting to the Director of Research and Education, the Research Assistant will collect, analyze, and interpret data related to Indian boarding schools and their impact on Indigenous communities. This role requires a strong background in research methodology and familiarity with Indian boarding school history and Indigenous studies.

### About Us

NABS is boldly leading the movement for truth, justice and healing for Indigenous peoples impacted by U.S. Indian boarding schools. We are Indigenous-led with 100% of the Board of Directors and Officers being Native American and Alaska Native.

- We are a coalition of 811 members and growing, including Tribal Nations, Tribal enrolled individuals, allies, and organizations.
- We use our coalition voice to educate others about the truth of the Indian boarding school policies, experiences, and genocidal legacy.
- We expose the truth about Indian boarding schools through research and education.
- We lead action towards justice and healing for our children, families, and communities.
- We advocate for accountability through policy change at all levels, including the call for a federal Truth and Healing Commission on Indian boarding schools.
- We make resources available to raise awareness and support healing from the intergenerational trauma Native peoples continue to experience.
- We are publicly launching the National Indian Boarding School Digital Archive (NIBSDA) this year, a first-of-its-kind Digital Asset Management System capable of organizing and displaying historical boarding school records and materials for every identified boarding school institution.

### Research Assistant Position

#### Key Responsibilities

- Conduct literature reviews and analyze historical data related to Indian boarding schools.
- Work collaboratively with Indigenous communities to conduct research and gather community perspectives related to Indian boarding schools.
- Develop research proposals and project plans related to Indian boarding schools and their impacts.
- Collect and analyze data using quantitative and qualitative research methods.
- Write reports and research articles for publication.
- Attend and present at conferences and meetings related to Indian boarding schools and Indigenous studies.

#### What You Bring

- A bachelor's, advanced degree, or equivalent years of related experience in History, Indigenous Studies, Sociology, or a related field
- Experience conducting research on Indian boarding schools and Indigenous history

- Knowledge of Indigenous research methodologies and ethics
- Strong analytical and critical thinking skills
- Ability to work independently and collaboratively with a team
- Ability to manage multiple projects and meet deadlines
- Familiarity with and work experience in Native American communities
- Knowledge of the Native American and Alaska Native boarding school history, legacy, and impacts
- Experience with quantitative and qualitative research methods
- Proficiency in Microsoft applications, Google, and social science research applications
- Knowledge of archival research methods and archival sources related to Indian boarding schools

### Personal Characteristics

- Collaborative Spirit
- Reliable
- Adaptable
- Socially and Emotionally Intelligent
- Inquisitive Learner
- Self-disciplined

### Compensation, Benefits and Work Environment

This position is salaried, commensurate with experience, ranging from \$50,000 to \$60,000 annually. Benefits include health, dental, vision, life, and disability insurance with full premiums paid by NABS for the employee, a 401(k) match up to 4% of salary, and paid family leave for qualifying events. Employees earn 4 weeks of paid time off each year, and get paid winter break the last two weeks of December.

The successful candidate will have the opportunity to work with a dynamic team committed to conducting research that can benefit Indigenous communities. We strongly encourage applications from Indigenous scholars and scholars with experience working with Indigenous communities. This position is remote with occasional travel to Minneapolis, Minnesota, and national conferences.

*NABS is an Equal Opportunity Employer committed to a work environment free of all forms of discrimination, harassment, and violence. All employment and contracting decisions are based on merit, competence, performance, and organization needs. NABS prioritizes work to empower and include people from Indigenous communities who have been impacted by U.S. Indian Boarding School policies. We are proud of our collaborative and wellness-focused culture where all people feel safe to bring their whole selves. Our culture attracts top talent with shared values that form the foundation of a great work environment!*

### How to Apply

**By April 15, send an email to [jblevins@nabshc.org](mailto:jblevins@nabshc.org) with Researcher in the subject line.**

Applications must include the following **all in one** PDF or Word file:

- Cover letter (no more than 1 page) with short answers to the following questions:
  1. Why are you interested in this position?
  2. How does your identity inform your research?
  3. What one achievement are you most proud of?
  4. What is the best advice you've ever received?
- Resume or Curriculum Vitae
- Three professional references with emails and phone numbers

**As attention to detail is critical in this role, applicants who follow these specific application instructions will be considered.**