Peer Researcher and Facilitator

Pathways to H.O.P.E.

Position Title	Peer Researcher and Facilitator
Reporting to	Program Coordinator
Program	Pathways to H.O.P.E.
Type	Research & Administrative
Full Time/Part Time	Part Time
Hours per week	7-12 hours/week (depending on stage of program)
Salary Range	CAD$ 22/hr
Term Until	June 30, 2027
Location	Toronto, Hybrid; combination of on-site, community-based, and virtual activities

Summary

Community Alliance for Accessible Treatment (CAAT) is seeking Peer Researchers & Facilitators to support the implementation of Pathways to H.O.P.E. (Hearing, Observing, Planning, Empowering).

Pathways to H.O.P.E. is a peer-led program focused on understanding and addressing barriers and gaps related to HIV care and support **for immigrant, refugee, newcomer, and non-status (IRNN) women living with HIV in Toronto**.

Peer Researchers & Facilitators will bring lived experience and community knowledge to the project and will be involved across different stages of the needs assessment. Peers will receive training and ongoing support to build skills in community-based research, data collection and facilitation, data analysis, reporting, and knowledge mobilization.

Working alongside the Program Coordinator and project team, Peer Researchers & Facilitators will help ensure that the project remains grounded in the experiences, priorities, and strengths of the communities involved.

About Pathways to H.O.P.E.

Pathways to H.O.P.E. is a peer-led needs assessment designed to identify service barriers, gaps, strengths, and opportunities related to HIV care and support for newcomer women living with HIV in Toronto.

The needs assessment will engage people with lived experience and service providers across Toronto through surveys and interviews. Findings will be used to develop a community-informed recommendation framework with practical strategies for strengthening HIV care, support, and service pathways.

Peer Researchers & Facilitators are an important part of this process and will contribute to the project from data collection through community report-back and knowledge mobilization.

Responsibilities

Research & Data Collection

- Participate in training on community-based research, research ethics, confidentiality, data collection, and facilitation.
- Support participant engagement and recruitment activities.
- Administer surveys and conduct or support interviews using approved research tools.
- Support accessible, respectful, culturally responsive, and participant-centred research activities.
- Participate in regular research debriefs and team discussions.
- Follow project procedures for confidentiality, privacy, consent, and secure data handling.

Data Analysis & Reporting

- Support data cleaning and preparation for analysis.
- Participate in collaborative analysis and interpretation of needs assessment findings.
- Help identify key themes, barriers, service gaps, strengths, and community priorities.
- Contribute to report writing and the development of a community-informed recommendation framework.
- Bring lived experience and community perspectives to the interpretation of findings and recommendations.

Community Report-Back & Knowledge Mobilization

- Support report-back activities with participants and community members.
- Help gather and incorporate community feedback on project findings.

- Support the development and facilitation of knowledge-mobilization activities.
- Facilitate or co-facilitate workshops and discussions with service providers across HIV, settlement, shelter, and other relevant sectors.
- Support the sharing of project findings and recommendations with community and sector partners.

Program & Team Participation

- Attend scheduled training, team meetings, supervision, and debriefing sessions.
- Review relevant project materials and provide feedback as needed.
- Communicate regularly with the Program Coordinator regarding activities, scheduling, questions, and support needs.
- Maintain appropriate professional and peer boundaries.
- Perform other related project activities within the scope of the Peer Researcher & Facilitator role.

Qualifications

Lived and Community Experience

We recognize lived experience and community knowledge as important qualifications for this role.

Applicants should have relevant lived and/or community experience connected to the communities involved in Pathways to H.O.P.E. and an interest in improving HIV care and support for newcomer women in Toronto.

Experience participating in peer-led, community-based, HIV, newcomer, women's, health, or social-service initiatives is an asset.

Experience

We are looking for individuals who:

- are interested in community-based and peer-led research;
- are comfortable listening to and engaging respectfully with people from diverse backgrounds;
- can maintain confidentiality and respect participant privacy;
- are willing to learn research, facilitation, analysis, and knowledge-mobilization skills;
- can work collaboratively as part of a team;
- are comfortable providing feedback and sharing community perspectives;

- can communicate respectfully and reliably with participants and project staff;
- are able to attend required training and scheduled project activities; and
- are committed to equity, anti-oppression, and culturally responsive approaches to community work.

Comfort using computers, email, Microsoft Teams, and other basic digital tools is helpful. Training and technical support will be provided for project-specific systems.

Confidentiality & Research Ethics

Because this role involves community-based research, Peer Researchers may work with sensitive and confidential participant information.

Successful applicants will receive training in research ethics, confidentiality, privacy, and secure data handling and will be expected to follow all approved Pathways to H.O.P.E. research procedures.

CAAT will provide designated accounts, devices, and access to approved project systems required to carry out the role.

How to Apply

Interested applicants should submit a resume and brief statement of interest describing their relevant lived/community experience, interest in the role, and any relevant peer, community, research, or facilitation experience to: operations@caat.link

Application deadline: August 31, 2026

Previous formal research experience is not required. We encourage individuals who may not have worked in formal research roles but bring relevant lived experience, community knowledge, and an interest in developing research and facilitation skills to apply.

Equity & Accessibility

CAAT is an equal opportunity employer committed to equity, accessibility, and inclusive recruitment practices. We do not discriminate on the basis of race, colour, religion, sex, sexual orientation, gender identity or expression, place of origin, disability, age, pregnancy, or other protected characteristics.

CAAT is committed to providing accommodation throughout the recruitment and selection process in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Applicants requiring accommodation are encouraged to notify us at any stage of the recruitment process.