

RESEARCH ASSISTANT – ENVIRONMENTAL SCAN – Toronto-based

Empowering People. Launching Ideas.

Rise is a Canadian charity that empowers individuals with mental health and addiction challenges to become entrepreneurs and transform their lives. It invests in people and their potential nationwide. Through flexible financing, training, mentorship, and other tailored supports, Rise enables individuals to learn the skills and access the capital they need to build a small business for meaningful employment, economic empowerment and personal well-being.

Since 2010, Rise has disbursed 1,000 loans totaling over \$4 million. With the support of 675 volunteers, it has empowered 5,000+ people as entrepreneurs, strengthening communities across Canada. Learn more in our [2024 Impact Report](#) & through some of [our clients' stories](#).

YOUR OPPORTUNITY

Are you a highly motivated, resourceful and detail-oriented individual with excellent research skills and a natural curiosity, looking to gain some practical experience with applied research and strategic planning? This is a part-time (100 hours from September to February, with potential for extension, at \$25/hour) position for a Toronto-based student to conduct research in preparation for our 2025-2028 strategic planning process. You will play a vital role in collecting, analyzing, and synthesizing data on both internal operations and the broader external landscape. This research will help inform the organization's strategic priorities and guide decision-making for the next three years.

This position is ideal for a student in the fields of nonprofit management, public policy, business, sociology, environmental studies, or related disciplines with a strong interest in research, strategy, and community development.

KEY RESPONSIBILITIES:

- **External (Macro) Environment Analysis:** Conduct a PESTEL analysis (Political, Economic, Social, Technological, Environmental, Legal) relevant to Rise's sector and mission.
- **Stakeholder and Sector Analysis:** Map key stakeholders (funders, partners, clients, government bodies, community groups) and assess their interests, expectations, and influence.
- **Internal Organizational Analysis:** Assist in reviewing the organization's mission, vision, and values for alignment and clarity.

- **Data Collection:** Develop and administer surveys and questionnaires for internal and external stakeholders.
- **Synthesis and Reporting:** Draft a comprehensive environmental scan report, summarizing external trends, Internal strengths and challenges; and strategic opportunities and threats

QUALIFICATIONS

Required:

- Enrolled in a post-secondary program, ideally in public policy, nonprofit management, business, social sciences, or related fields
- Excellent research, writing, and analytical skills
- Demonstrated ability to synthesize complex information
- Strong organizational and time-management skills
- Comfort working independently and collaboratively
- Proficiency in Microsoft Office or Google Workspace
- Ability to periodically work in our downtown Toronto office

Preferred:

- Previous experience in research or evaluation roles
- Familiarity with strategic planning tools (SWOT, PESTEL, stakeholder mapping)
- Knowledge of or interest in the nonprofit/charity sector, entrepreneurship and mental health
- Experience with survey software (e.g., Google Forms, SurveyMonkey) or qualitative analysis

Learning Outcomes / Benefits

- Work in a high-trust and high-responsibility workplace where your ideas and initiative are welcomed
- Learn what it is like to do meaningful, purpose-driven work every day
- Gain hands-on experience in nonprofit strategy, policy research, and organizational analysis
- Build a portfolio of applied research work
- Network with nonprofit professionals and contribute to high-impact decision-making
- Flexible scheduling and mentorship provided

Rise is committed to employment equity and diversity in the workplace. We actively seek racialized and indigenous persons, people with disabilities (including people who have experienced mental health and addiction challenges), and additional diverse identities for our team.

APPLICATION DEADLINE:

While we thank all applicants for their interest, only those selected for interviews will be contacted. All applicants are advised that, where needed, accommodation for disabilities will be provided on request. This includes accommodation throughout the recruitment process.

To apply for this exciting opportunity, please send your resume and cover letter before **September 15**, to careers@risehelps.ca, and include "Research Assistant" and your name in the subject line.