



Position Description

MCGA Research Program Assistant

General Accountability

This is a term full time position with the Manitoba Canola Growers. MCGA is a non-profit organization committed to maximizing net income from canola.

This position is responsible for supporting the Research Manager in canola research projects through collection of data, site checks, and event support in research-related events and activities.

This position reports directly to the Research Manager of the Manitoba Canola Growers Association. MCGA is looking for a driven individual to be part of the team. Preferably a person currently pursuing a university diploma or degree in agriculture or a related field from a college or technical school or equivalent work experience. Previous experience on a farm or field research would be an asset. This individual must be able to work independently as well as part of a team. They must be internally motivated, well organized, confident with handling data from multiple projects, and skilled at working with people. This position is home based and requires some evening, weekend and overnight travel. Having access to a vehicle is required.

Specific Accountabilities:

- Collect agronomic data from small plot and field-scale research trials across Manitoba after receiving training
- Visit canola research sites at key times to conduct site checks and collect agronomic data
- Organization of data collected over field season for several research projects
- General assistance to the Research Manager position during research-related events, programs, etc. as needed
- Updating MCGA's online research database with completed, ongoing, and upcoming project descriptions

Desired Skill Set:

- A team player with competent interpersonal, organizational, and team building skills.
- Self-starter who is flexible and motivated to grow and develop new relationships.
- Someone with strong computer and technical skills. Understanding of Excel and Google Drive management is an asset
- Preferably pursuing or holding a university degree in agriculture or an agriculture-related area from a college or technical school or equivalent work experience
- Ability to work from home and the flexibility to travel to meetings and conferences.
- Required to have a valid class 5 Manitoba Driver's license and access to a vehicle.

Resumes can be sent to the attention of Manitoba Canola Growers 400-167 Lombard Ave Winnipeg Manitoba R3B 0T6 or they can be sent via email to info@canolagrowers.com.

Start Date: April 29, 2024