



Supporting Organizations
Supporting Immigrants

Aider les organismes
qui aident les immigrants

Working with Researchers GUIDELINES

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As organizations that work with newcomer communities, whether directly or indirectly, we are often asked to participate in research. This document is meant to guide your organization in asking the right questions as you consider which research projects to engage in.

BENEFITS FOR NEWCOMER COMMUNITIES AND THE BROADER COMMUNITY

- Has the researcher consulted with the community with regards to what (if any) research would be helpful?
- Does the proposed research fill a gap that can in some way meet or draw attention to community needs?
- Will the community have access to the research findings?
- Will the community be able to use the research findings in a way that serves its interest?

BENEFITS FOR YOUR ORGANIZATION

- Has the researcher consulted with your organization with regards to what (if any) research would be helpful?
- Does the proposed research align with your organization's values, goals and vision?
- Does the proposed research fill a gap that can in some way meet or draw attention to your organization's needs?
- Does the proposed research complement your existing programming?
- Does the proposed research fit within your organization's mandate?
- Will your organization have access to the research findings?
- Could the results of the proposed research be used to attract additional funding?
- Could the results of the proposed research be used to design and implement new programming?
- Could the research enhance existing programming in your organization?

BENEFITS FOR THE SETTLEMENT SECTOR AS A WHOLE

- Are there broader implications for the proposed research that could be applied to other organizations or areas in the settlement sector?
- Does the proposed research have the potential to foster new partnerships and collaborations within the settlement sector?
- Is there potential that the research findings might benefit the settlement sector as a whole?
- Is the proposed research regional in scope?
- Will the proposed research bring attention to the settlement sector in Atlantic Canada?

CAPACITY

- Can everyone who wants to participate in the research, participate? Is there accommodation and consideration for those who may require additional supports?
- If interpretation is needed, who will be responsible for compensating the interpreters for their time?
- Who will be responsible for procuring interpreters or translators should they be needed?
- Is the researcher providing an honorarium or at least covering the travel costs of participants to ensure those wanting to participate can?
- How is the issue of childcare being addressed?
- Is your organization able to dedicate a staff member to coordinate the research and liaise with the researcher and participants?
- Have you discussed with the researcher how much time will be required of your staff in order to facilitate the research?
- Does your organization have policies in place for working with researchers which clearly outline the roles and responsibilities of staff members?
- Is there funding for your organization attached to your participation in the research?

CULTURAL COMPETENCY/RELATIONSHIPS

- What prior learning has the researcher done about the community they wish to conduct research in/with?
- Has the researcher demonstrated that they possess at least a basic understanding of cultural nuances, levels of appropriateness, taboos, etc.?
- Is the subject matter of the proposed research and line of questioning appropriate for the intended community and participants?
- Is the research methodology culturally appropriate for the community involved?
- Does the researcher have an existing relationship or previous experience working with the particular community they are proposing to be the focus of their research?
- Does the researcher have a plan to build trust prior to conducting research with the intended participants?
- Are there community/organizational events or activities that the researcher can take part in prior to beginning the research in order to build trust and establish relationships?
- Does the researcher plan to stay engaged with the community or your SPO after the research has been completed?

DUPLICATION AND NECESSITY OF THE PROPOSED RESEARCH

- Is similar research already being done/has similar research already been done?
- Is the proposed research timely and relevant to the overall work of your organization, the community, and/or the settlement and integration sector?

INCLUSION AND KNOWLEDGE MOBILIZATION

- Has your organization been involved in developing the research question and design of the overall research project?
- Is there a plan for continuous consultation and communication throughout the research process?
- Dissemination of the research data – will your organization and the community (especially those who participated) have access to the data once the research is complete?
- How will the research results be shared with your organization, the researched community the broader community, and the settlement sector?
- Will the research results be accessible in the first language of the participants?
- Does the researcher have a plan to do anything with the research findings after the research has been completed? Has this been clearly stated?

ETHICS

- Does the researcher acknowledge their privilege and power and how that may affect the research?
- Whose needs are served by carrying out this research?
- If the researcher is affiliated with a post-secondary institution, can they provide proof that their proposed research has been granted ethical approval by that institution's Research Ethics Board?
- If the researcher is not affiliated with a post-secondary institution does your organization have its own standard of ethics which can be applied to the research?
- If your organization was not part of designing the research, does your organization have a good understanding of the intentions and motivation for conducting this research?
- Who is funding the research and what are their expectations and motivations?
- Does the researcher have an Informed Consent form which plainly and clearly outlines the research and the expectations of potential participants, including their voluntary participation or withdrawal, should they choose, at any point in the research process?
- Does the researcher guarantee the anonymity of participants to ensure they cannot be identified through their participation in the research?
- Where will the data be stored? Will it be stored in a safe and secure location?
- How long will the data be kept before it is destroyed?
- Who will have access to the data during the duration of the research project?

- Is the researcher prepared to sign an MOU or partnership agreement with community representatives or your organization?
- Does the research theme or interview guide have potential to cause harm in any way to participants, the community or your organization?
- Does the researcher agree to allow your organization or community final say in the Interview Guide and the questions that will be asked?
- If there is potential to cause harm to participants are there steps in place to mitigate that harm? i.e.: connections to other supports and resources

REFERENCES

Christina Clark-Kazak, Canadian Council for Refugees, The Canadian Association for Refugees and Forced Migration Studies and York University's Centre for Refugee Studies, "Ethical Considerations: Research with People in Situations of Forced Migration", *Refuge* 33.2, 2017.

ISANS, Criteria for Agreeing to Participate in Research. 2018