



Job Description

Researcher: No. 2 Construction Battalion's Legacy in British Columbia and Beyond

BACKGROUND

BC Black History Awareness Society (BCBHAS) is undertaking a project to commemorate the No. 2 Construction Battalion by promoting historical awareness of the Black soldiers with a connection to British Columbia who served in the battalion. Veterans Affairs Canada is providing funding under their Commemorative Partnership Program to assist with expenses for this project.

Twelve members of the No. 2 Construction Battalion who were born in British Columbia or enlisted in BC have been identified to date. Online and print educational materials will be created on Black Canadian military history for those who served. These online materials will be housed on our BCBHAS Website. We will also create a commemorative plaque and hold a public commemoration and dedication ceremony. In addition, we plan to identify the gravesites in BC of the members of the battalion that require restoration.

RESEARCH DELIVERABLES

1. Research plan
2. Research findings including but not limited to: records, documents, artefacts, and photographs that portray the BC participants' military services, provide ancestry/family history, and identify descendants/relatives and those who can help tell participant's stories.
3. Bi-weekly Status Reports
4. Research Report of findings including bibliographies.

JOB DESCRIPTION

The Researcher will work under the direction and guidance of the BCBHAS Project Manager. This is a part-time, temporary, limited duration contract/consultant position. The successful candidate will not be an employee of BCBHAS.

Tasks & Responsibilities

- Locate, describe and index documents, articles, artefacts, photographs and images related to the identified twelve No. 2 Construction Battalion members. This could include copying, scanning, labeling, and digital/physical filing.
- Create and maintain bibliographies; identify and assist with permissions and/or copyright requirements.



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- Research must include but is not limited to: (1) enlistment documentation; (2) wartime service; (3) family histories prior to enlistment (4) participants' descendants and their stories and their relationship to the Battalion member; (5) published and unpublished narratives, stories, articles. During the research, other Battalion members with a connection to BC could be identified and must be brought to the attention of the Project Manager to determine relevancy for this project.
- Write research report(s) and memoranda summarizing documentation and setting out research findings.
- Work with the BCBHAS team to ensure a smoothly run project.
- Follow the budget and timeline for the project.
- Provide regular, timely reports on progress, issues, or constraints that directly affect or is affected by the work.

Skills, Abilities, and Knowledge Requirements

- A post-secondary education related to historical research, or an equivalent combination of education and experience.
- Demonstrated research experience in equivalent areas of study e.g. History of Black people, people of African and Caribbean descent in BC and Canada, war records research, family history, genealogy.
- Has experience writing for the general public, i.e. grade five reading level. Note: The grade five reading level is the generally accepted reading level for general public materials.
- Will work with BCBHAS to prioritize research.
- Ability to make revisions based on reviewers' comments and suggestions.
- In-person and online meetings with BCBHAS and research staff of various organizations and email correspondence expected.
- It is expected that most work can be done remotely. Some onsite research will be required.
- Preference will be given to individuals with a personal connection to and understanding of Black History, and demonstrated cultural awareness or experience related to Black History.
- Deliverables must be in MS Word or MS Excel and stored in the Project Dropbox
- Familiarity with WordPress (the Website Content Management System) is an asset but not required.

Work Location

The Society does not have an office. The researcher is expected to work from home or location of their choice and participate in in-person and online meetings.

No. 2 Construction Battalion service records can be found online through Library and Archives Canada - Canadian Great War Project.

Other identified research locations are BC Archives, City of Victoria Archives, Salt Spring Island



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Archives, City of Vancouver Archives. The researcher may discover other relevant locations and archival records that should be explored, identified, retrieved, and documented. Onsite research may be required at any of these locations.

Compensation

The estimated work for the researcher is 200 to 250 hours over the course of the project. This engagement is funded through a grant at a rate of \$40.00 to \$50.00/hour, based on qualifications and experience. BCBHAS will reimburse pre-approved travel, accommodation, and/or meal allowance based on BC provincial government rates - Group I for these types of expenses. The overall timeline to complete the research is estimated to be 4 to 6 months. Payments will be made by e-transfer.

How to Apply

In PDF format, submit (1) a resume, (2) a statement of at least 200 words stating why you qualify and wish to work on this project, and (3) proposed hourly rate to: blacklegacy@bcblackhistory.ca
by September 27, 2024, 11:59 pm PST.

We thank all those who apply, but only short-listed candidates will be contacted. Thank you for your interest in this opportunity.

Resources to help inform your interest and application

<https://canadiangreatwarproject.com/index.php>

<https://bcblackhistory.ca/we-honour-and-remember/>

<https://www.thecanadianencyclopedia.ca/en/article/no-2-construction-battalion>

<https://www.blackcanadianveterans.com/>