

Job Posting – Lead, Engagement & Knowledge Mobilization

Term: Two year, Full time contract with possibility of renewal

Location: Hybrid – minimum of 3 days/week in the Ottawa office

Salary: \$55,000 – \$65,000/year depending on experience

GENERAL ACCOUNTABILITY

As Lead, Engagement & Knowledge Mobilization you will support PHE Canada's overall role in empowering the physical and health education sector. This position involves the development of impact projects, knowledge mobilization and carrying out tasks related to research for new resources, activities and to deepen our results equitably.

We are looking for someone to:

- Engage with educators and students on innovative, relevant and sustainable initiatives using a complex systems and Comprehensive School Health approach.
- Support research and evaluation work to support the advancement of physical and health education.
- Organize the development and implementation of PHE Canada government relations plans directed to support the Canadian K-12 educational system.
- Lead the development of engagement campaign, such as national awards, micro-granting, learning modules, publications, and policy briefs.
- Lead the development of membership supports and programs.
- Manage projects using project management tools to track program plans and work ensuring high level of accountability and collaboration with other internal and external team members.
- Assist with the construction of compelling and relevant briefs, blog posts and statements.
- In collaboration with team members, contribute to the development of grants and events.

QUALIFICATIONS

- Degree in a relevant discipline (e.g., education, social work, public policy, public health, communications).
- Three to five years of related experience with the social services or education system.
- Ability to develop understanding of complex system-wide issues (i.e., a "systems thinker").
- Experience building relationships with and facilitating multi-stakeholder groups to inform or implement effective practices, programs or policies (e.g., public health, research, education and decision makers, funders).
- Knowledge of relevant approaches and frameworks including (Comprehensive School Health, Equity Framework, Social Emotional Learning, etc.).
- Knowledge of the social determinants of health and an orientation towards social justice and equity.
- Enthusiastic and high-energy team player with a passion for engaging partners.
- Strong focus on critical thinking and strategic problem resolution.
- Bilingualism is essential.



SKILLS

- Understanding of all aspects of knowledge mobilization (e.g., generation, synthesis, product development, knowledge translation and exchange, dissemination, management, evaluation).
- Proficiency in project management software (smart sheets, excel, air table for example) and able to breakdown tasks, track progress and empower teams to meet goals.
- Ability to interpret and identify key results from research, and to summarize research findings in plain language.
- Experience growing and activating stakeholder groups through a variety of mechanisms (including membership platforms, surveys, communications, education, training, resource development, stakeholder engagement) and evaluating the uptake, use and impact of this.
- Excellent written and presentation skills for multiple audiences (research, grants and program reporting, blog, presentations and traditional media).
- Strong analytical skills; process and results-oriented.

YOUR FUTURE TEAM

- PHE Canada's vision is for all Canadian children to lead healthy and active lives. By joining our team, you will support and champion the work of educators, researchers, public health workers, and change-makers from across the country who are critical to the realization of our vision.
- The Lead, Engagement & Knowledge Mobilization will work with our team on a wide-range of national initiatives. You will have a mix of independent and team projects.
- The perfect fit for us is someone who has strong attention to detail and has many good ideas and are comfortable throwing them out into the group for input. You have a keen innovative spirit, good relationship-building skills and have a great sense of humour.
- This is a high performing but small team and we will rise to the occasion together. Supporting young people to live healthier lives is meaningful work and we take a lot of pride in that.
- We wrote this together and we hope you will contact us if you see yourself as part of the team.

HOW TO APPLY

PHE Canada is an equal opportunity employer and is committed to hiring a workforce inclusive and reflective of the diverse student population and PHE Community it serves. We encourage applicants to self identify through the application process if they identify as Indigenous, Black, cultural or ethnic minority, 2SLGBTQ+, person with disabilities or different abled, and/or newcomer to achieve this.

We thank all respondents; however, only those candidates selected for an interview will be contacted.

Interested candidates should submit their covering letter, one to two samples of their written work (in links or attachments), and resume no later than **October 27th, 2022** to:

Attention: PHE Canada Team

Physical and Health Education Canada (PHE Canada)

2451 Riverside Drive

Ottawa, Ontario K1H 7X7

Email: info@phecanada.ca

Web: www.phecanada.ca