



Employment Opportunity – PEI Alliance for Mental Well-Being

Position: Director, Knowledge Mobilization and Impact

Main Office Location: Charlottetown, PE

Term: Full-time permanent position

Hours: 37.5 hours per week - May include occasional evening/weekend work

Compensation: starting from \$90,000 plus a comprehensive benefits package

Deadline to Apply: Thursday, October 10, 2024, at 5:00PM Atlantic

About Us

Launched in 2021 as a response to community-informed recommendations, the PEI Alliance for Mental Well-Being (The Alliance) is an independent, incorporated non-profit with a province-wide focus. We are committed to supporting and empowering our community partners across PEI in their prevention-focused and evidence-based work to enhance mental well-being.

Our mission is to collectively create a future where everyone on PEI can achieve and maintain the best possible mental well-being throughout their life. To achieve our mission, we are committed to:

- providing relevant learning and development opportunities
- incorporating the latest research into our practices and sharing knowledge with our community
- creating opportunities for deep connection and collaboration
- encouraging innovation and change
- providing capacity support
- advocating on behalf of our courageous community partners

Join the Alliance leadership!

As the Director, Knowledge Mobilization and Impact, you'll play a key role in developing and managing research and thought leadership initiatives at the Alliance. You'll be responsible for leading the development of a province-wide research agenda and knowledge mobilization

strategy, which are foundational to our vision and mission. As an integral member of the senior management team, you'll help drive positive change, enhance resiliency, and improve mental well-being outcomes for people on PEI.

Main Responsibilities

As the Director of Knowledge Mobilization and Impact, you'll report to the Executive Director and supervise the staff within your department. Your main responsibilities will include:

1. Measurement, Evaluation and Learning

- Developing and implementing an organization-wide impact measurement and assessment strategy in collaboration with senior management;
- Shaping and evolving our Theory of Change to ensure the programs and activities we deliver are impactful and aligned with our mission;
- Developing organizational goals that are aligned with our Theory of Change and measuring/evaluating how our programs and partnerships are helping us achieve our goals;
- Overseeing internal data collection and reporting systems to ensure quality and accuracy;
- Working with and overseeing consultants hired to deliver specialized services;
- Guiding the day-to-day work of the Research and Evaluation Coordinator, as well as the Training and Development Lead;
- Staying on top of emerging research related to our collective impact goals and identifying ways to apply that research to advance our goals;
- Conducting program observations, interviews, and focus groups as needed;
- Developing reports to raise awareness of our mandate and collective impact work;
- Leading the annual reporting process to funders and partners;
- Supporting a culture of learning and quality both internally and externally; and,
- Championing standards for effective strategic planning and robust measurement across programs and activities.

2. Strategic Planning and Program Development

- Developing a clear and compelling strategy that is aligned with the Alliance's mission, vision, and values in collaboration with the rest of the senior management team;
- Building relationships with leaders and researchers to foster collaborative projects;
- Managing program budgets;
- Supporting funding development initiatives and pursuing grant funding opportunities;
- Positioning the Alliance as a thought leader in upstream, evidence-based initiatives to support mental well-being; and,
- Monitoring emerging research trends and contributing to strategic goals.

3. Research and Knowledge Mobilization

Duties include:

- Developing and managing our knowledge mobilization plan, tracking progress and outcomes;
- Co-chairing the Research Advisory Table on Mental Well-Being in PEI, supporting active engagement and collaboration on shared goals;
- Overseeing events that support community-based research, including the Research Forum on Mental Well-Being and the Reverse Science Fair;
- Building and maintaining trust-based relationships with sector leaders using a strengths-based community development approach;
- Championing uptake of the science of brain development and resilience on PEI;
- Supervising the Training and Development Lead and overseeing the quality of training and development programs;
- Building relationships with key stakeholders and sectors (e.g. Knowledge Mobilization and Workforce Development)
- Ensuring that research findings and best practices are shared and applied effectively.

4. Other duties as required.

Job Requirements

Applicants must have the following qualifications:

- Graduate degree in a relevant field (Public Health, Social Sciences, Education, Community, Humanities) OR equivalent combination of education and experience;
- Experience applying research to drive social innovation and change outside of an academic setting;
- Proven ability to develop and manage collaborations and multi-sector partnerships; and,
- Demonstrated experience in building and managing high-performing teams, programs, and budgets.

You must also have the following:

- Brain Story Certification or a willingness to obtain it;
- Experience in planning, monitoring, and evaluating programs;
- Strong problem-solving skills and a proactive approach to challenges;
- Demonstrated understanding and application of adult learning principles;
- Strong critical thinking skills with high attention to detail and accuracy;
- Excellent communication skills, including writing reports, briefing notes, and project summaries;
- Proven track record of exploring uncharted areas and learning new concepts;

- Strong project management skills, with the ability to prioritize effectively under time constraints;
- Demonstrated technological literacy, including proficiency in Microsoft PowerPoint, Word, Excel, and virtual platforms (e.g. Teams, Zoom); and;
- Commitment to the Alliance's values to ensure a culture that champions equity, diversity and respectful workplaces

Other assets:

- Bilingualism is considered an asset.
- Ability and willingness to travel across PEI.
- Flexibility to occasionally work outside standard business hours to facilitate learning activities.

What We Offer

The Alliance is a hybrid work environment, and we embrace a flexible work plan to support our team. In addition to a competitive salary and a rewarding career where you can truly make a difference, we offer a comprehensive benefits package that meets the needs of our diverse employees, including paid vacation, sick leave and personal days; health and dental benefits; employee and family assistance plan, and RRSP matching.

How to Apply

Please submit a cover letter and resume/CV to jobs@afmwb.com with the subject line: ***Director, Knowledge Mobilization and Impact***. The Alliance believes that a strong commitment to diversity and inclusion enables us to truly have a positive impact on the well-being of everyone. We strongly encourage applications from Indigenous peoples, racialized people, people with disabilities, people from gender and sexually diverse communities and/or people with intersectional identities. We appreciate your interest and thank you for your consideration; however, only applicants selected for an interview will be contacted.