



Canada Foundation  
for Innovation

Fondation canadienne  
pour l'innovation

*With a bold, future-looking mandate, the Canada Foundation for Innovation equips researchers to be global leaders in their field and to respond to emerging challenges. Our investments in state-of-the-art tools, instruments and facilities underpin both curiosity- and mission-driven research that cuts across disciplines and bridges all sectors. The research infrastructure we fund mobilizes knowledge, spurs innovation and commercialization, and empowers the talented minds of a new generation.*

## Job opportunity

### DIRECTOR OF COMMUNICATIONS

- **Number of opportunities:** One permanent full time
- **Existing or anticipatory:** Existing permanent position
- **Expected starting salary:** Level 7: \$129,700 - \$152,100
- **Work location:** hybrid - minimum two days per week at the CFI offices in Ottawa
- **Closing date:** February 15, 2026

#### Position summary

Reporting to the Vice-President, External Relations and Communications at the Canada Foundation for Innovation (CFI), the Director, Communications leads a team of Communications professionals and provides strategic leadership in an integrated, digital-first communications environment, shaping the CFI's narrative. The Director stays informed of activities and trends in the public, private and non-profit sectors related to research and innovation to identify emerging issues and opportunities and their potential impact on the CFI. With this knowledge, the Director guides the Communications team in delivering multi-platform strategies that raise awareness about the organization and highlight its impact on Canadians to key audiences. The Director also oversees brand coherence, digital experience and consistency of tone across all communications channels.

#### Essential duties and responsibilities

- Lead integrated communications strategies that leverage digital engagement, data analytics and multimedia storytelling to strengthen the visibility of the CFI among key audiences and promote the tangible impacts of federally funded research
- Establish and maintain effective relationships with academic institutions, governments and the private sector to support collaborative storytelling and government relations to reinforce the value of research infrastructure to Canada's research and innovation ecosystem

- Apply proactive issues management to identify risks, opportunities and emerging narratives related to Canada's research ecosystem that influence the CFI
- Oversee the development and promotion of briefing material used in internal and external relations activities along with a range of communications tools and channels, including social assets, success stories, reports, web and other multimedia content
- Develop, direct and monitor the implementation of the CFI's corporate branding, promotional and advertising strategies
- Oversee and monitor the CFI's media relations, social media and public engagement strategies
- Guide the approach to measuring and reporting on the effectiveness of communications strategies through the collection and analysis of data and drive the adjustment of activities and tactics in response
- Lead annual strategic planning and budget exercises for External Relations and Communications and monitor their rollout
- Provide communications advice to the CFI executive team, business units, internal working groups and employees on various corporate initiatives
- Direct and manage a team of communications and marketing specialists, maintaining a productive, positive and respectful work environment
- Coach and mentor employees to succeed in achieving business and professional objectives; evaluate performance of team members

## **Requirements**

### **Experience:**

- The incumbent must have at least 10 years of experience leading a multidisciplinary communications team, ideally in the Canadian research and innovation space
- Demonstrated experience in strategic thinking related to media relations, social media, advertising, events — and measuring their success
- Strategic agility, strong reputation and risk management abilities and the ability to lead organizational transformation in communications

### **Knowledge:**

- A clear understanding of the mandate of the CFI and of the environment in which it operates
- Extensive experience and knowledge of communications activities, including digital, writing and editing, multimedia storytelling, social media, special events, media

relations, editorial production and translation services

- Experience with and knowledge of funding mechanisms and programs supporting research and innovation in Canada
- Understanding of the federal/provincial government decision-making process and parliamentary process

**Assets :**

- Knowledge of Canada's research infrastructure ecosystem specifically and AI-assisted communications tools

**Skills:**

- Demonstrated capacity to manage concurrent projects and deadlines
- Demonstrated capacity to work well under pressure and respond effectively in a demanding environment
- Highly developed interpersonal skills and demonstrated ability to work effectively in both official languages with people from academia and the private and public sectors
- Self-motivated and team oriented
- Excellent organizational, project and time management skills.
- Creativity and innovative thinking
- Exceptional writing and editing skills across all platforms with an understanding of clear-language communications standards

**Education**

Degree in communications, marketing or equivalent from a recognized postsecondary institution, or an acceptable combination of education and work experience

**Language skills**

Proficiency in both official languages is required (oral, written and comprehension)

**Physical Demands**

This is a full-time management position in a hybrid work environment, with occasional requirement to travel.

### **Total Compensation:**

The CFI offers a competitive compensation package that includes employee benefits and participation in the Sun Life Financial pension plan, four weeks of paid vacation leave as well as personal days and access to the Wellness Fund that covers health and wellbeing items for you and your family.

**Please send your CV and a covering letter by end of day on Sunday February 15, 2026 to:**

Eric Desjardins  
Director of Human Resources Services  
Canada Foundation for Innovation  
55 Metcalfe Street, Suite 1100  
Ottawa ON K1P 6L5  
[hr@innovation.ca](mailto:hr@innovation.ca)

**The CFI does not use any AI tools at any time in the screening of applicants.**

We would like to thank all candidates who apply. Only candidates selected for an interview will be contacted.

The Canada Foundation for Innovation supports official languages principles and respects Ontario's Accessible Customer Service Policy. We attempt to accommodate individual needs in keeping with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. Please let us know in advance if you require accommodation to participate in the hiring process.

The CFI is committed to the principles of equity, diversity and inclusion. In all our activities, we recognize that a breadth of perspectives, skills and experiences contributes to excellence in our workplace.

The Canada Foundation for Innovation respectfully acknowledges that its head office is located on the traditional, unceded territory of the Anishinaabe Algonquin People.

Visit [Innovation.ca](https://www.innovation.ca) and our ["Careers" page](#) for more information about the CFI.