Created by the Government of Canada in 1997, the Canada Foundation for Innovation (CFI) strives to build our nation’s capacity to undertake world-class research and technology development to benefit Canadians. Thanks to CFI investment in state-of-the-art facilities and equipment, universities, colleges, research hospitals and non-profit research institutions are attracting and retaining the world’s top talent, training the next generation of researchers, supporting private-sector innovation and creating high-quality jobs that strengthen Canada’s position in today’s knowledge economy.

JOB OPPORTUNITY

**Director, Performance, Analytics and Evaluation (PAE)**

Reporting to the President and CEO, the Director, Performance, Analytics and Evaluation (PAE), leads the evaluation team in carrying out the CFI’s commitment to accountability and organizational excellence. The Director supports CFI management through the provision of robust analysis and sound evidence that enables informed decision-making. They are responsible for the rigorous assessment and analysis of the outcomes and impacts of CFI investments in research infrastructure, and the conception, planning and implementation of information and data mining activities. The Director ensures that the CFI’s Performance, Evaluation, Risk and Audit Framework (PERAF) remains current in support of assessment and analytical activities. The Director is the corporate champion for efforts related to data quality.

**Key activities:**

**Assessment and analysis of outcomes and impacts: PAE as analysis unit**

- Propose, plan and supervise studies designed to assess the value and impact of the CFI’s investment in research infrastructure.
- Support work in equity, diversity and inclusion.
- Work in partnership with Policy and External Relations and Communications to develop corporate content and analysis in support of the CFI’s public voice.
- Lead the Performance, Analytics and Evaluation team in collecting data; tracking and analyzing outcomes to inform the design, review and implementation of funding programs; developing policy; and communicating results.
- Conceive, plan and supervise analytical studies and, working with the communications team, develop narratives which accurately reflect the socioeconomic impacts of the research enabled by the CFI’s investments.
- Plan and supervise the collection and analysis of the annual progress reports from institutions, highlighting items of interest or concern.

**Information and data mining: PAE as data warehouse**
• Drawing from the CFI’s database and other sources, conceive, plan and supervise the development of analytical tools and reports to track the CFI’s progress in achieving its overarching objectives and the impacts of its investments in research infrastructure.
• Play a lead role in the development of corporate performance measures and data mining activities as a key tool to assist the CFI in tracking its progress in strategic objectives.
• Conceive, plan and supervise information and data mining activities with a view to developing tools that enable CFI management and staff to make use of business analytics.
• In partnership with the various units of the CFI, conduct studies and analyses that will assist them in their continuous improvement activities.
• Provide statistical support and analysis for the CFI’s public representations that are intended to highlight the successes and achievements of the CFI and the recipients of CFI awards.

**Accountability and compliance with funding agreement**

• Ensure that the PERAF reflects the requirements of the CFI’s funding agreement with the Government of Canada.
• Ensure performance reporting requirements of the Government of Canada are met and support any and all overall performance evaluation activities related to the CFI.

**Management responsibilities**

• Lead the PAE team and resources by applying sound human and financial management practices.
• Actively participate in CFI senior management committees and meetings.
• Prepare reports to senior management, the Board of Directors and others, as requested.
• Collaborate with colleagues across sectors on internal data governance.
• Represent the CFI on director-level interagency working groups.
• Maintain a network of contacts to keep abreast of developments in the assessment and analysis of outcomes and impacts.
• Perform other related activities as required.

**Skills and knowledge:**

The incumbent shall have:

• Postgraduate degree;
• At least five years of experience in program and project management in the areas of science, technology, innovation and public policy;
• Grasp of the varying modes and patterns of research activity in various fields of science;
• Knowledge of performance measurement and evaluation theory, methods, tools, issues and trends, in particular as they apply to research funding programs;
• Ability to analyze complex information, identify issues and opportunities and develop recommendations for multiple projects concurrently;
• Ability to make linkages between policy and research environments and the CFI’s mandate and strategic objectives;
• Appreciation of the CFI’s mandate, strategic objectives, internal policy framework and accountability framework, including knowledge of key federal and provincial organizations.
involved in research, science and technology;
- Ability to manage a small dynamic team;
- Ability to work collaboratively with colleagues and external partners;
- Ability to communicate clearly with proficiency in both official languages.

Physical demands

- The position is full-time.
- This is a headquarters-based function with some travel requirements.

Salary

Salary will be commensurate with qualifications and experience.

Please send your CV and a covering letter by end of day on Monday April 5th, 2021 to:

Eric Desjardins
Manager, Human Resources
Canada Foundation for Innovation
55 Metcalfe Street, Suite 1100
Ottawa ON K1P 5E4
hr@innovation.ca

The Canada Foundation for Innovation supports official languages principles, and respects Ontario’s Accessibility Standard for Customer Service policy. 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 research.

We would like to thank all candidates who apply. Please note that only candidates selected for an interview will be contacted.

Visit our website, Innovation.ca for more information about the CFI.