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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.

Senior Officer, Stakeholder relations

Reporting to the Director of Communications, the Senior Officer, Stakeholder relations is responsible for planning, developing and implementing outreach initiatives intended to enhance relationships with users of research in all sectors and to support the CFI public positioning and external relations activities. This position also provides the leadership to grow and promote the CFI Research Facilities Navigator.

Essential duties and responsibilities:

- Maintain a keen awareness and understanding of the environment in which the CFI operates by keeping abreast of federal initiatives and priorities as they relate to research and innovation and trends in the Canadian economy, and turning this knowledge into strategic outreach and promotional plans, content and activities.
- Develop and maintain productive working relationships with the CFI's Evaluation and Outcomes Assessment team to help shape external relations messages using corporate data and performance evaluations.
- Develop various stakeholder engagement strategies, approaches and plans designed to foster an understanding of CFI activities as they relate to innovation and to demonstrate their impact in support of government priorities.
- Develop processes to monitor relevant networking opportunities; foster relationships with stakeholders on behalf of CFI and maintains a pulse on the innovation community, assessing opportunities and risks to CFI reputation.
- Coordinate interactions between senior CFI representatives and appropriate networks and organizations, including academic, research institutions, and the private and non-profit sectors.
- Research and write a range of content and messages for use in various corporate communications products, activities and platforms.
- Provide advice and make recommendations on goals, target audiences, tactics and evaluation framework for the promotion of the Research Facilities Navigator
- Conduct regular monitoring and assessment of activities to measure the effectiveness of corporate outreach activities and of the promotion of the Navigator, using metrics and other measures.

- Provide regular updates, reports, and analyses on the effectiveness of CFI outreach and promotional activities.

Requirements :

The incumbent shall have at least five years of combined experience in the following:

- a clear understanding of the mission and operation of the CFI and of the environment in which it operates;
- marketing experience, preferably in an environment dedicated to the advancement of research and innovation;
- good understanding of the applied research and knowledge translation environment including its challenges, stakeholders and supporting programs and organizations;
- experience with and knowledge of federal funding for research
- demonstrated capacity to manage concurrent projects and deadlines;
- a capacity to work well under pressure and respond effectively in a demanding and fast-paced environment;
- highly developed interpersonal skills and demonstrated ability to work effectively with representatives from academia, the private and public sectors;
- demonstrated expertise for the development and execution of outreach and promotional activities targeting a variety of academic, industrial and government stakeholders;
- demonstrated experience in strategic thinking, research and analysis to develop stakeholder engagement frameworks and plans;
- self-motivation, with the ability to work with little direction in an environment where strategies and processes need to be developed, contacts established and relationships developed and maintained;
- degree in communications, marketing or equivalent from a recognized post-secondary institution or an acceptable combination of education and work experience.

Language skills

Writing, editing and proof reading skills as well as strong attention to detail are essential. Please indicate your current proficiency for these skills in both English and French; preference may be given to candidates with fluent bilingual capabilities.

Physical demands

This is a headquarters based function with some travel requirement.

Salary

Salary will be commensurate with qualifications and experience

Please send your cv and a covering letter by end of day on Tuesday, January 31 2017 to

Eric Desjardins
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We would like to thank all candidates who apply. Please note that only candidates selected for an interview will be contacted. The Canada Foundation for Innovation supports official language and employment equality principles, and respects Ontario's Accessibility Standard for Customer Service policy.

Visit our website: www.innovation.ca for more information about the CFI.