

Director of Programs

Title: Director of Programs

Location: Hybrid working conditions, Montréal, QC

About CAM

The Canadian Association of Midwives (CAM) is the national professional association representing midwives and the profession of midwifery in Canada. Our work is focused on ensuring more equitable access to high quality sexual, reproductive, and newborn midwifery services in Canada and globally. To achieve this, we work in close partnership with the National Council of Indigenous Midwives (NCIM), midwifery associations, midwives, and relevant stakeholders. Our programming is funded by Government of Canada departments and agencies (i.e. Health Canada, Global Affairs Canada), private donors and UN agencies, and operational funding.

NCIM's mission is to promote excellence in reproductive health care for First Nations, Inuit, and Métis communities. Both CAM and NCIM are governed autonomously but share infrastructure and human resources. Both organizations are staffed by a passionate team of individuals dedicated to providing support for midwives and Indigenous midwives and the profession of midwifery across Canada and globally.

Benefit to Working with CAM

- Employee Health Benefits Program: dental, medical, paramedical, life insurance (certain exceptions may apply) and Employee Assistance Program services
- Generous leave entitlements (starting at 3 weeks' vacation, generous paid time off for care days), and additional paid time off for December holiday closure
- Travel, learning, and professional development opportunities

CAM is deeply committed to ensuring our organization reflects the diversity of our members and of the communities they serve – this includes diversity of race, gender identity or expression, sexual orientation, religion, ethnicity, national origin, disability, and all other protected grounds under the Canadian Human Rights Act. CAM encourages submissions from applicants with diverse lived experience and from diverse communities.

Job Summary

The Director of Programs is a strategic leadership role responsible for overseeing the implementation and management of federally and privately funded projects and CAM programming more generally. This position ensures that program objectives and work plans align with the organization's mission to advance midwifery and SRH in Canada and globally while maintaining compliance with funding requirements. The Director of Programs provides leadership and oversight to program managers, monitoring & evaluation staff and the continuing professional development team and ensures the successful execution of national and international programming.

Primary Duties and Responsibilities

- **Strategic Leadership & Program Oversight:**
 - Provide vision and strategic direction for CAM's programs, ensuring alignment with organizational priorities and midwifery overall.
 - Lead the development and execution of national and international projects.
 - Lead the execution of CAM Promote Excellence programming.
 - Oversee the development and monitoring of key performance indicators to measure program success and effectiveness.
- **Project Implementation & Management:**
 - Oversee the planning, execution, and evaluation of projects funded by federal agencies and private donors.
 - Ensure that all projects meet contractual obligations, reporting requirements, and donor compliance standards.
 - Identify and mitigate risks associated with program implementation, ensuring effective problem-solving strategies.
- **Funding & Stakeholder Engagement:**
 - Cultivate relationships with federal agencies, private donors, midwifery organizations, and strategic partners to support program growth and sustainability.
 - Identify opportunities for program growth and new initiatives that align with strategic objectives.
 - Participate in grant and proposal development efforts to secure funding for initiatives that enhance CAM's programming.
 - Ensure proper stewardship of funding by overseeing budgeting, annual work planning, financial reporting, and grant compliance.
- **Team Leadership & Development:**
 - In collaboration with the Director of Operations, ensure the successful recruitment and selection of qualified staff.
 - Conduct performance evaluations, provide feedback, and support continuous learning initiatives.
 - Provide mentorship and professional development opportunities for program managers and their teams, fostering expertise in midwifery and reproductive health programming.
 - Foster a collaborative and high-performing work environment, promoting innovation and best practices in project management.
 - Ensure results and successes of CAM programming are communicated widely.
- **Evaluation & Reporting:**

- Oversee the development and implementation of program monitoring and evaluation frameworks to assess impact and outcomes of CAM's global and national programming.
- Prepare and present reports to leadership, funders, and key stakeholders on program progress and achievements.
- Utilize data and evidence-based approaches to inform decision-making and enhance program effectiveness.
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Qualifications, Skills, and Knowledge Requirements

- University degree, ideally a masters or equivalent experience, in business or health administration, international development, , program management or a related field.
- Minimum of 5 to 7 years of experience in program management, preferably in international development, health sector, or a related field.
- Proven experience managing federally and privately funded projects with budgets up to 5M+, including grant compliance and reporting.
- Strong leadership experience with the ability to manage and mentor diverse teams.
- Excellent stakeholder engagement skills, with the ability to build partnerships and advocate for midwifery and reproductive health priorities.
- Strong financial acumen, including budgeting, grant management, and financial reporting.
- Knowledge of program evaluation, monitoring frameworks, and data-driven decision-making.
- Ability to travel as needed for program oversight and stakeholder engagement.
- Strong verbal and written communication skills in both English and French.

Additional Assets

- Experience working in a not-for-profit or NGO environment.
- Experience managing social enterprise initiatives.
- Knowledge of midwifery and/or sexual and reproductive health and rights in Canada and globally.

Working Conditions & Location

- **Location:** Montréal, Québec
- **Hybrid Work:** This full-time position (35hrs/week) is conducted from the Canadian Association of Midwives (CAM)'s office in Montréal, Québec and from a home-based office. Approximately 2 days/week in office and 3 days/week remote and must be available to work from the office as required.
- **Travel:** Travel (for 2 to 4 consecutive weeks) to international locations (partner countries) is a requirement.

Applications

We welcome applications from individuals of all backgrounds and abilities. Should you require accommodation or adjustment, please indicate this in your application.

All offers of employment are conditional upon signing CAM's Employment & Human Resources Policies including but not limited to CAM's anti-harassment & anti-discrimination, anti-fraud, and protection from sexual exploitation and abuse policies.

Please follow these application instructions:

- Send your CV and a cover letter in one PDF document and ensure that your first and last names and the title "DirectorPrograms" are included in the file name. Applications without a cover letter will not be reviewed.
- Send your PDF by email with the subject "Director of Programs" to admin@canadianmidwives.org
- Application deadline is **March 28, 2025 12pm ET.**

We thank all applicants for their interest however, only applicants selected for an interview will be contacted.