

Project Lead, Knowledge Translation (GBV Prevention Program)

Title: Project Lead, Knowledge Translation (GBV Prevention Program)

Location: Montreal (Quebec), or Remote

Background

The Canadian Association of Midwives (CAM) is the national professional association representing midwives and the profession of midwifery in Canada. The National Aboriginal Council of Midwives' (NACM) mission is to promote excellence in reproductive health care for First Nations, Inuit and Métis communities. Both organizations are governed autonomously but share office space and resources and both are staffed by a passionate team of individuals dedicated to providing support for midwives and the profession of midwifery across Canada and globally.

We encourage applications from all backgrounds and communities and are committed to having a team that is made up of diverse skills, experiences and abilities.

Job Summary

The Project Lead, Knowledge Translation is responsible for planning, implementing, and coordinating the three-year project titled Recognize and Respond: Building Midwives' Capacity to Address Intimate Partner Violence and Child Maltreatment. This project, funded by the Public Health Agency of Canada (PHAC), will equip midwives and Indigenous midwives to recognize and respond safely to child maltreatment, children's exposure to intimate partner violence, and intimate partner violence. The Project Coordinator will be responsible for the planning, implementation, monitoring and evaluation, project budget, partnerships, and recruitment of midwifery expertise for the successful execution of the project. This role will work closely with the Indigenous Health Promotion Coordinator from the National Aboriginal Council of Midwives (NACM). The successful candidate should demonstrate strong experience in clinical knowledge translation and project management.

**The Canadian Association of Midwives (CAM) is leading the implementation of this project together with the National Aboriginal Council of Midwives (NACM) and in partnership with McMaster University.*

Primary Duties and Responsibilities

- Plan and coordinate the implementation, monitoring and evaluation of the project.
- Design and conduct surveys, compile information and data, and write reports.
- Support writing of clinical resources and ensure effective distribution and uptake.
- Contribute to and coordinate the development, distribution, and maintenance of print and electronic publications and resources.
- Contribute to and coordinate the development of professional development training for midwives.
- Design and facilitate meetings with stakeholders.
- Recruit and manage midwife consultants or volunteers.
- Manage project partnerships.

Other Responsibilities

- Coordinate with Indigenous Health Promotion Coordinator to ensure all materials created reflect needs and contexts of Indigenous midwives and clients.
- Coordinate with Communications staff to ensure that appropriate materials are distributed through best channels.
- Coordinate with Logistics Assistant and Finance Officer to file appropriate documentation of expenses and ensure smooth operation of project.
- Write interim and final reports for donor.
- Manage project budget, ensure all deadlines are met.
- Provide additional support to other health promotion programming as needed.

Qualifications, Skills and Knowledge Requirements

- Degree in public health, health communications, or related discipline.
- 5 years' experience working in public health, health communications, or related position.
- Experience developing and effectively distributing clinical resources for health professionals.
- Knowledge of current trends in health promotion and harm reduction.
- Knowledge of gender-based violence prevention research & programming.
- Experience implementing, monitoring, and evaluating a project from start to finish.
- Excellent written and verbal communication skills.
- Excellent interpersonal skills and commitment to working collaboratively with diverse stakeholder groups, including staff, members, volunteers, donors, and other stakeholders.
- High degree of resourcefulness, flexibility, and adaptability.
- Highly organized, attention to detail and excellent follow-through required.
- Computer literacy, including effective working skills of MS Word, Excel and Outlook required.
- Bilingual English and French a strong asset.

Additional Assets

- Knowledge of midwifery and/or reproductive health in Canada and globally.
- Experience managing programming related to gender-based violence.
- A midwife or health professional with demonstrated project management and clinical knowledge translation expertise.

Working Conditions & Location

- Work ideally done from CAM's head office in Montréal, Québec but remote work may be possible.
- Must be fully authorized to work in Canada.
- Must be available to travel within Canada to attend annual conferences in the Fall.
- Employment duration: July 2020 to April 2023.

Applications

Please follow these instructions:

- Send your CV and a cover letter in one PDF document and ensure that your first and last names and the letters “ProjectLead,KT” are included in the file name. Applications without a cover letter will not be reviewed.
- Send your PDF by email with the subject “Project Lead, KT” to admin@canadianmidwives.org
- Deadline for applications is 5pm Eastern Time on July 29th, 2020.

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