

People for Education is seeking a Research Program Director

People for Education is looking for a Research Program Director to oversee the development and mobilization of key research and evidence.

We are a unique organization in Canada – independent, non-partisan and fueled by a belief in the power and promise of public education. We create evidence, instigate dialogue and build links so that people can see – and act on – the connection between public education and a fair and prosperous society.

Our mission is to ensure that the public education system graduates young people with the skills and competencies they need to build a strong future, for themselves and for Canada. Our vision is a fair and prosperous country where public education fulfills its role as a cornerstone of a democratic society, and the foundation of our modern knowledge economy.

People for Education's current strategic priorities are to:

- Lead a conversation, both in Ontario and nationally, about the purpose, value and future of public education.
- Build links among key constituencies both inside and outside the education sector to enhance a shared understanding of goals for public education and Canada's young people.
- Provide evidence and use research to advance public education's promise, and to ensure that all young people have an equitable chance for long-term success.

Primary purpose of the role

The Research Program Director will lead People for Education's long-term research and evidence strategy and direction. The job requires a candidate who combines research and policy skills with a proven capacity for project management, and an orientation towards engagement and communication with the public, the education sector and experts in a range of fields. The right candidate will have the capacity to work with senior public servants, academics, thought-leaders, and funders, and the flexibility to work in a goal-oriented non-profit setting.

Key responsibilities

Strategy and direction:

- Develop and lead People for Education's research and evidence strategy
- Oversee People for Education's knowledge mobilization strategy
- Direct and develop a small team of research associates
- Manage multi-year projects that include expert advisory committees, research, policy-development, consultation and evaluation
- Develop and implement strategies for other collaborative working tables
- Pursue academic and other partnerships across sectors to expand People for Education's reach beyond education
- Identify funding sources and develop grant applications
- Oversee developmental evaluation processes
- Work with administration to monitor and report on project budgets and expenditures to ensure prudent use of financial resources.

Research:

- Conduct literature reviews relating to research areas. Contribute intellectual input to manuscripts for publications.
- Present research findings at national and/or international conferences
- Prepare research ethics applications as required, and ensures compliance with research ethics guidelines

Communication:

- Represent our work to senior audiences in academia, government, education and other sectors
- Write papers and reports – or supervise their writing – that are appropriate for a range of communications channels
- Facilitate constructive and collaborative relationships with People for Education’s Communication and Marketing team and external research partners

Working with minimum supervision reporting to the Executive Director, this position plans, coordinates, and provides specific project expertise in the design and delivery of quantitative and qualitative research. They conduct literature reviews and environmental scans. They have a broad knowledge base of multiple disciplines, methods and approaches. They prepare proposals, conduct studies and prepare manuscripts.

The right candidate will have the curiosity to expand the scope of our research, and the drive to bring new projects to life. The successful candidate will have strong social science research skills and standards, be extremely knowledgeable about the education field and be able to make the connections between research and policy developments and People for Education’s projects.

Qualifications:

- Graduate degree in education or related area (Ph.D. preferred)
- Relevant and demonstrated project management and research experience managing large, multi-pronged initiatives
- Experience with policy development / analysis
- Demonstrated ability to manage multiple demands and people in a fast-paced work environment
- Ability to keep projects moving toward successful completion in face of aggressive schedules and unanticipated challenges
- Record of publications (academic or otherwise) that demonstrate excellent research, writing and analytical skills (please attach writing samples)
- Excellent oral and written communication skills across a range of channels (bilingual in French an asset)
- Ability to clearly and effectively communicate complex and detailed data into meaningful information.
- Excellent organizational and problem-solving skills with demonstrated ability and experience delivering results within tight deadlines and in complex environments
- The ability to adapt to a rapidly changing work environment
- Ability to earn trust and respect from each project's stakeholders.
- Strong interpersonal, team leadership and collaboration skills, and capacity to work with leaders from multiple fields

- A proven ability to build and maintain relationships both within an organization and with external partners
- Working knowledge of MS Office suite and Project Management Software or equivalent

People for Education is committed to employment equity. Additional languages are an asset.

Compensation will be negotiated with the incumbent. Upon successful completion of a six-month probationary contract, a permanent contract will be offered.

Applications will include a letter explaining your interest and fit, your understanding of our work, as well as a CV and writing samples. The deadline for applications is December 14, 2018, with the position to begin early in 2019. It requires working in People for Education's Toronto office.

Please send your application bundled as a single pdf to: team@peopleforeducation.ca