

## People for Education is hiring!

People for Education is looking for a **Director of Research and Policy** to join our amazing team – someone with a passion for system change, and a commitment to using evidence to make that change happen.

We're a unique organization in Canada – future-focused, 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 our education systems graduate 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 the cornerstone of a democratic society, and the foundation of our modern knowledge economy.

### The role

The Director of Research and Policy plays a lead role in People for Education's strategic planning, vision creation and its ongoing evolution.

People for Education's work is focused on the future of public education, and the Director of Research and Policy leads the design and execution of strategies to support that work. They are a "dot connector" with both a deep understanding of the social and political contexts of education policy and the capacity to make vital links with other policy areas that are connected to education.

The Director of Research and Policy is the key driver in the organization's long-term strategy to use research and evidence to support public dialogue and system change in public education. The role combines research and policy skills with a passion for building public engagement and developing multi-sector networks.

People for Education is an outward-facing organization, and the purpose of our research is to support system change – the Director of Research and Policy understands knowledge mobilization and the vital position it plays in advancing public education's foundational role in creating a fair and prosperous society.

Working with minimum supervision, and reporting to the Executive Director, this position plans, coordinates, and provides project expertise in the design and delivery of quantitative and qualitative research. The Director of Research and Policy manages a small research team in conducting literature reviews and environmental scans, preparing proposals, conducting studies, preparing reports, and presenting their findings at conferences.

The Director of Research and Policy must be adept at research and analysis and possess excellent writing, editing and oral communication skills. The director must be organized, a problem solver, self-directed, and demonstrate leadership and initiative, while at the same time being a committed team player, and a great manager and facilitator. The position requires curiosity, political savvy, a keen understanding of major public policy issues facing education as well as strong leadership and project management skills.



## Duties and Responsibilities

### *Strategy and direction:*

- Develop and lead People for Education's research and evidence strategy
- Direct and develop a small team of research associates
- Manage multi-year research, policy-development, consultation and evaluation projects
- Collaborate with a National Advisory Committee and expert working tables
- Pursue partnerships across sectors to expand People for Education's reach
- Provide support in identifying funding sources and developing funding proposals
- Work with administration to monitor and report on project budgets and expenditures to ensure prudent use of financial resources

### *Research:*

- Identify new research topics relevant to the future of public education
- Manage the execution of literature reviews and contribute to reports for publication
- Present research findings at national and/or international conferences
- Support the preparation of research ethics applications as required, and ensure 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
- Present research findings to policymakers, academics and other audiences including the media, as required

### **Qualifications:**

- Graduate degree in education or related area (Ph.D. preferred)
- Excellent oral and written communication skills across a range of channels (bilingual in French an asset)
- Relevant and demonstrated project management and research experience managing multiple, large, multi-pronged initiatives
- Experience with policy development / analysis
- 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
- Record of publications (academic or otherwise) that demonstrate excellent research, writing and analytical skills (please attach writing samples)
- 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
- Facility with MS Office suite

People for Education is committed to having a diverse team that represents a variety of backgrounds, perspectives, and skills. This is a permanent full-time job located in Toronto, with some flexibility for working remotely. The pay range is between \$80,000 and \$90,000 per year depending on experience. We are proud to be an excellent employer, with a great benefits package, a pension plan, and opportunities for professional development.

To apply for this job, please submit a cover letter describing your interest and a resume to [jobs@peopleforeducation.ca](mailto:jobs@peopleforeducation.ca). The deadline is May 31, 2021.

