



Director, Cancer Control Policy

File no.: CCP-15-02

Reports to: VP, Research and Policy

Department/Location: Cancer Control Policy, National Office

Posting Date: June 11, 2015

Closing date: July 3, 2015

Salary grade: 9

WHO WE ARE

We've made tremendous progress in the fight against cancers in the last 75 years, but the fight is not over. Every three minutes, another Canadian is faced with the disease. Join our team of cancer fighters and make a difference now.

The Canadian Cancer Society makes the most impact, with Canadians, against cancers, for life. We are Canada's largest cancer charity and the largest national charitable funder of cancer research. By joining our team, you can help us continue to prevent cancer, save lives and support people living with cancer.

Working with the Canadian Cancer Society is a great opportunity to make a difference in someone's life, be part of a passionate team, share your experience and learn new skills. Our organization focuses on creating and maintaining a workplace where people are recognized and valued and we are committed to providing employees with ongoing growth and learning opportunities.

JOB PURPOSE

As a senior policy leader, the Director contributes to the Canadian Cancer Society's mission and credibility by leading and overseeing a department that provides clear and comprehensive analyses of scientific and public policy research and develops evidence-based policy positions that inform all areas of the Society's cancer control activities. The Director will advise senior leadership on complex cancer control issues, work collaboratively with provincial divisions and other national departments, develop and maintain strategic relationships with other cancer control stakeholders within Canada and internationally, and build knowledge capacity within the organization.

PRIMARY DUTIES

- Advises the senior leadership of the organization on matters related to cancer control, including the development and review of cancer-related policy positions
- Leads the work of the cancer control policy department, including informing the development and maintenance of cancer control policies, cancer surveillance and the Society's public positioning on cancer control issues
- Provides strategic support, advice and resources for cancer control activities to the provincial divisions of the Society
- Partners with Canadian Cancer Society Research Institute and research colleagues in knowledge synthesis and anticipatory science activities
- Works closely with national Public Issues in Ottawa to provide the evidence-base required to support federal advocacy activities
- Collaborates with partner organizations and other external experts, oversees the development, distribution and communication about the annual Canadian Cancer Statistics publication
- Liaises with national Communications and other departments/colleagues to respond to inquiries from the media and the public on cancer control issues; frequent spokesperson for the Society
- Assesses opportunities with the Philanthropy team for potential financial support, including providing expertise on Society positions on topics of interest to donors/corporations
- Maintains knowledge exchange relationships with staff of other Canadian and international agencies concerned with cancer control
- Works in compliance with the provisions of The Occupational Health & Safety Act and its regulations, and complies with the Society's Health & Safety Policy
- Other duties as assigned

Staff Management Responsibilities

- Recruits, engages and retains qualified employees to meet business priorities
- Provides support and direction in the development, alignment and accomplishment of staff objectives through on-going performance feedback, recognition and coaching
- Provides a safe and healthy work environment for team members and relevant stakeholders. Ensures they work in compliance with The Occupational Health & Safety Act and its regulations and the Society's Health & Safety Policy

MINIMUM QUALIFICATIONS

- MSc or PhD in a health-related discipline and a minimum of five years of leadership in developing/implementing health policy and programs or an equivalent combination of education, training and experience
- Strong understanding of policy, cancer control and biomedical research disciplines and activities in Canada and internationally; grounding in population health principles
- Understanding and experience in knowledge synthesis and knowledge translation theory and practice
- Experience managing staff and working with multi-disciplinary teams and skilled volunteers
- Experience as a media spokesperson
- Demonstrated skills in stakeholder engagement/influence, plain language communications, and strategic planning and budgeting
- French language skills considered an asset
- Bilingual (English & French) is an asset

WORKING CONDITIONS

- Office environment with occasional requirements to work outside of regular office hours
- Occasional day/overnight travel

PLEASE QUOTE FILE NUMBER: CCP-15-02

THIS POSITION WILL BE POSTED UNTIL FILLED. PLEASE APPLY AS SOON AS POSSIBLE. SEND YOUR RESUME AND COVER LETTER, INCLUDING SALARY EXPECTATIONS TO:

Diane Edgar
Senior Human Resources Coordinator
Canadian Cancer Society, National
55 St. Clair West, Suite 300, Toronto, ON M4V 2Y7
E-mail: HR@cancer.ca

We thank all applicants for their interest, but only those selected for an interview will be contacted. The Canadian Cancer Society is committed to employment equity and encourages applications from all qualified candidates. The Society will make available reasonable accommodations for people with disabilities upon request.