



Canadian Research Data Centre Network

Director of Communications and Engagement

The Canadian Research Data Centre Network (CRDCN) invites applications for the position of Director of Communications and Engagement (DCE). The CRDCN is a national research data platform, headquartered at McMaster University in Hamilton, Ontario. The Network provides researchers across Canada with unique access to Statistics Canada survey and administrative data to conduct advanced statistical research and training which both advances knowledge in multiple disciplines and informs key areas of public policy.

The CRDCN is funded as one of Canada's major science initiatives (MSIs) and has an annual operating budget of approximately \$7.5M, secured principally from the Canadian Institutes for Health Research, the Social Sciences and Humanities Research Council, the Canada Foundation for Innovation, and its 32 partner universities.

The DCE will be responsible for the planning, development and implementation of communications initiatives and engagement strategies with the objective of increasing the profile and impact of the Network. This will require strengthening relationships with existing and potential partner organizations and ensuring strong and open lines of communications with key stakeholders. As part of these efforts, the DCE will implement improvements to the CRDCN web site and other communications vehicles and products. The DCE will also play a leadership role in promoting and organizing two of the Network's flagship events: the annual CRDCN National Conference and the CRDCN National Policy Challenge.

The DCE will report to CRDCN's Executive Director and benefit from the guidance and support of the Network's external Special Advisor. The DCE will work closely with CRDCN's central management team, consult as appropriate with CRDCN's Academic Council, and report regularly to the CRDCN Board.

The successful applicant will have a university degree (or equivalent) in communications, marketing, journalism or other relevant field of study, and a minimum of 5 years of similar organizational experience in implementing communications plans and engagement strategies. Knowledge and skills expected include:

- Extensive knowledge of organizational communications, including creative design, branding, marketing, public relations and media and government relations;
- Strong familiarity and facility with digital media including social media, webinar platforms and web communications;
- Demonstrated ability to develop and implement internal and external communications plans and to measure and track progress;
- Experience in managing simultaneously and on time and on budget small- and large-scale community engagement efforts including work planning and coordination;
- Excellent oral and written communication skills and an exceptional attention to detail;
- Highly-effective interpersonal skills and demonstrated ability to work in collaboration and manage staff; and
- Fluency in English and French, both written and spoken.

The appointment will be for an initial three years and renewable subject to performance and funding. Salary is subject to qualifications and experience. The DCE can work from either McMaster University or a home office base. Ideally, the DCE will be located in proximity to Hamilton or to Ottawa to facilitate regular interactions with the Executive Director and government partners.

Expressions of interest in the position and CV should be sent to Martin Taylor, CRDCN Executive Director, at jdifran@mcmaster.ca by November 22, 2019.