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## **Job Posting – Researcher/Policy Analyst**

**POSITION TITLE: Researcher/Policy Analyst**

**REPORTS TO: Executive Director**

**CLASSIFICATION: Permanent Full-Time**

**SALARY RANGE: \$81,537.27 - \$104,400.00**

**LOCATION: Toronto, ON**

**POSTING DATE: January 11<sup>th</sup>, 2021**

**CLOSING DATE: January 27<sup>th</sup>, 2021**

### **Job Purpose**

The Researcher/Policy Analyst identifies technical assistance needs and recommends evidence-based solutions. The position is responsible for conducting research to recommend and provide support to policy development initiatives relating to a wide range of child welfare services.

### **Job Duties**

The Researcher/Policy Analyst will lead, coordinate and undertake projects in all aspects of policy, program planning and development to advise and inform policy and program recommendations by:

1. Building and maintaining relationships with key sector stakeholders and partners
2. Writing a range of products, including briefs and/or reports summarizing key findings, potential recommendations for improvement; implementation guidance, training curriculum supports, and strategic planning tools; performance management and Quality Assurance reports; and technical assistance briefs
3. Analyzing federal, provincial, regional and/or survey data to provide insight regarding issues of policy and practice
4. Designing and facilitating onsite strategic planning sessions, training events, and other meetings with stake holders and lateral service agencies
5. Organizing and coordinating a range of individual and group technical assistance activities
6. Reviewing, recommending and/or creating data collection tools, conducting data collection activities, as well as analyzing qualitative and quantitative data for initial and ongoing technical needs assessment and best practice identification
7. Other duties as required and assigned

### **Qualifications**

**Minimum Education:** Master's degree in social work, organizational behavior, public policy, behavioral economics, organizational psychology, public administration, or a related field, or equivalent experience.

**Minimum Experience:** Three (3) years experience within a human services program, policy research organization, or foundation (preferably in prevention or

child welfare protection)

Experience sharing research findings and working with external agencies to translate findings to inform policy/practice

### **To Apply**

Please email with a Subject Line title Researcher/Policy Analyst, and the following items to Tyler Renaud, ANCFSAO Executive Assistant at [trenaud@ancfsao.ca](mailto:trenaud@ancfsao.ca)

- A Cover letter outlining why you are the most qualified candidate for this role including your experience working directly with First Nations, Inuit and Métis Peoples, Communities and Organizations.
- Resume (include 3 work related references).
- Incomplete Applications will not be considered.
- Only those selected will be contacted for an interview.

Please note that preference will be given to qualified First Nations and Aboriginal applicants. **Please self-identify.** We welcome and encourage applications from people with disabilities. Accommodation is available on request from candidates taking part in all aspects of the selection process.

Our Agency is committed to an inclusive and barrier-free environment for all our candidates and employees. Should you at any time have an accessibility need or have any questions regarding the recruitment process and a full job description, please contact Tyler Renaud, ANCFSAO Executive Assistant.