
Position: Director, Knowledge Management & Translation
Site: Hybrid: MaRS Discovery Tower (Toronto) + Work from Home
Department: Grand Challenges Canada
Reports to: Senior Director, People and Culture
Status: Full-time, Temporary (approximately 1-year parental leave cover)
Salary: \$137,688 + % in lieu of benefits

[Grand Challenges Canada](#) (GCC) is dedicated to supporting Bold Ideas with Big Impact®. Funded by the Government of Canada and other partners, GCC funds innovators in low- and middle-income countries and Canada. The bold ideas we support integrate science and technology, social and business innovation – we call this Integrated Innovation®. We have a determined focus on results, and on saving and improving lives. GCC works closely with a global network of partners to bring successful innovation to scale, catalyzing sustainability and impact.

As one of the largest impact-first funders in Canada, GCC has funded over 1,500 innovations championed by innovators in more than 102 countries. These innovations have already improved 10 million lives and are expected to save up to 1.78 million lives and improve up to 64 million lives by 2030.

GCC is seeking a Director of Knowledge Management & Translation (KMT) to lead impact measurement and strategic learning for the organization.

This role is part of the management team and works in close collaboration with other Directors across the organization, the Senior Leadership Team, and funders to enable effective and efficient reporting and learning. The Director, KMT will report to the Senior Director, People and Culture.

Key Responsibilities

Leadership and Strategic Guidance

- Support the organization's development and implementation of Strategic Plans (i.e., by leading on key KMT functions/elements, and ensuring tracking and reporting against Objectives and Key Results)
- Support the organization's development of funding proposals (i.e., by leading on key KMT functions/elements)
- Lead development and tracking of annual impact targets and key results (liaising with other functional teams as needed)
- Oversee KMT processes and activities
- Lead development and implementation of the organization's learning agenda
- Lead development and implementation of external evaluations of the organization's programs

Impact Measurement

- Support Program Directors (Global Health Innovation, Humanitarian Innovation and Indigenous Innovation Initiative Directors, and Directors leading on new strategic directions)

to develop and implement monitoring & evaluation frameworks and processes for their portfolios

- Develop and oversee results validation processes
- Lead the design and implementation of innovator supports related to impact measurement

Knowledge Translation

- Lead the development of knowledge products (including anchor funder reports and external learning documents) aligned with the organization's learning agenda
- Oversee reporting to key donors, ensuring compliance with reporting requirements and timely submission of reports that further GCC's strategic objectives (i.e., reporting for Global Affairs Canada, etc.)
- Oversee and monitor GCC-wide results and strategic objectives to ensure tracking of progress against funder and Board targets
- Support Senior Leadership to engage the Board of Directors, Program Advisory Council and other governance bodies to advance GCC's strategic objectives and impact
- Support the development of knowledge products (including pillar or program funder reports) aligned with learning agendas of Global Health Innovation, Humanitarian Innovation, and Indigenous Innovation Initiative

Provide leadership to advance a high-performing and resilient Knowledge Management & Translation Team

- Provide direct supervision of 4 – 6 Managers and Associate(s), with a focus on enabling staff to succeed in their roles
- Recruit new staff, includes preparing job descriptions and role-specific onboarding
- Liaise with cross-functional teams to coordinate KMT needs (i.e., with Programs, Communications, Grants Management, etc.)
- Model work behaviours that support personal and team wellness, and are aligned with Grand Challenges Canada's commitment to Inclusion, Diversity, Equity and Accessibility

Promote Functional Team Operations

- Develop and monitor annual KMT annual plans & priorities and budget, with support from Managers that are feasible to deliver on within the established working hours
- Link corporate strategy with KMT team activities in order to achieve annual plans and priorities and spend consistent with annual budget

Qualifications

- Completion of a graduate degree in a relevant discipline
- At minimum ten (10) years relevant work experience, preferably in knowledge management, monitoring & evaluation, knowledge translation
- Experience leading people and managing talent
- In-depth knowledge of statistical analysis and research methodology with demonstrated ability to interpret evidence quality and exercise scientific judgement
- In-depth knowledge of Results-based Management and experience reporting to Global Affairs Canada and other donor governments
- Demonstrated interest in and knowledge of global health or humanitarian assistance, innovation

- Experience working in low- and middle-income countries and/or with underserved communities
- Excellent verbal and written communications skills; bilingual English/French an asset
- Willingness and ability to travel to low- and middle-income countries

People from historically excluded communities with lived experiences in relevant thematic areas are encouraged to apply. People with lived experience and/or work experience in the communities or countries we are supporting are especially encouraged to apply.

Don't meet every requirement? Studies have shown that women, people of color, people from LGBTQ2S+ and disabilities communities are less likely to apply to jobs when they do not meet every qualification. At Grand Challenges Canada, we are dedicated to building a diverse, inclusive, authentic, and accountable workplace, so if you are excited about this role but your experience does not align perfectly with every qualification in the job description, we encourage you to apply, as you may be the ideal candidate we are looking for.

Location and Work Requirements:

- We are currently working in a hybrid model with time in office and working from home. With rare, approved exceptions, GCC staff are to live in or near the Greater Toronto Area (GTA) and available to travel to, and work from the Toronto main office, as business operational needs require. Any expenses related to travel and or relocating to Toronto are the sole responsibility of the employee and will not be reimbursed by GCC.
- Some international travel may be required.
- Applicants must be eligible to work in Canada.

Temporary Full-Time Benefits

- 5% in lieu of benefits
- 20 days of vacation (10.5 days covered by 4% in lieu of vacation and 9.5 topped up by GCC to equalize with permanent full-time staff)
- Four (4) day work week (with Friday as a flex/off day), excluding weeks with statutory holiday (program reviewed annually)
- Access to Employee Assistance Program (EAP), and UHN added value benefits such as fitness, spas and wellbeing, hotels and travel services, and retail discounts.

Term

- Start date: February 17, 2025 or earlier
- Status: Temporary full-time

Application process

- Please submit your resume and cover letter [here](#)

POSTED DATE: December 19, 2024

CLOSING DATE: January 7, 2025