

Knowledge Broker (Level 6)

Background

Created in 2007, the Canadian Partnership Against Cancer (“the Partnership”) is an independent organization funded by the federal government to implement the *Canadian Strategy for Cancer Control*. The Strategy aims to reduce the incidence of cancer, lessen the likelihood of Canadians dying from cancer, and enhance the quality of life of those affected by cancer. As the steward of the Strategy, we work collaboratively with cancer agencies, governments, national organizations, patients and families to advance meaningful and measurable progress in achieving shared goals.

Our work spans the cancer control continuum, from prevention and screening to research and supportive care. We endeavour to embed a person-centred perspective in all of our work, and have specific efforts in underserved areas such as rural, northern, and remote communities. We strive to be culturally responsive to the needs of First Nations, Inuit and Métis communities.

This position is part of the Strategy Division which includes Knowledge Mobilization, Communications and Strategy, Evaluation and Analytics. The Knowledge Mobilization (KMb) portfolio is comprised of two teams: Knowledge Mobilization Strategy and Digital Strategy, that together are responsible for moving the available knowledge produced by the partnership, in collaboration with our partners, into active use in both policy and practice. The Division seeks to support and make connections between evidence and policy and practice in order to improve outcomes, and is focused on knowledge sharing between knowledge producers and knowledge users including decision makers. The Division defines its culture and approach based on best practices from knowledge mobilization (Implementation Science/Knowledge Translation), communication and dissemination and best practices in digital spaces

Overview of Role

Reporting to the Manager, Knowledge Mobilization Strategy, the Knowledge Broker is accountable for the application of implementation science and practice in supporting the uptake of evidence and knowledge mobilization strategies across our partners and stakeholders for increased efficiency and acceleration of cancer control in Canada. The Knowledge Broker will play a critical role to increase capacity within the partnership and its partners to apply KMb best practices for measurable impact in the cancer control system across Canada. Working closely with internal teams across the organization, the Knowledge Broker will lead and support efforts to identify and translate evidence for the Partnership’s key audiences, develop tailored knowledge products in appropriate formats, support dissemination and implementation work, and support linkage and exchange activities. The Knowledge Broker will also be responsible for proactively staying current on 1. the diverse health systems and policy processes across Canada relevant to the Partnership’s 2017-2022 Strategic Plan and 2. Best practices in translating evidence for policy and practice change.

Mandate-Specific Accountabilities

- Support KMb dissemination and implementation efforts, effectiveness and short/long-term impact across the Partnership
 - Work with relevant Partnership teams, e.g., Cancer Control program areas, Digital Strategy, Communications to facilitate effective knowledge dissemination
 - Support implementation projects (e.g., assist with assessing organizational readiness, facilitating stakeholder buy-in, design tailored implementation strategies)
- Support the KMb efforts and KMb Analyst in developing evaluation plans, metrics and data collection tools for dissemination and implementation efforts
- Develop tailored knowledge products for use by Partnership's Stakeholders and Target Audiences
 - Responsible for assessing and designing evidence for key audiences (including policy makers, health systems administrators, health professionals, researchers and patients) using appropriate formats, tools and media (e.g., develop or inform the development of knowledge products such as infographics, toolkits, newsletters, webinars or policy briefs)
- Work with Manager, Knowledge Mobilization Strategy as well as Cancer Control program areas to identify key evidence of interest to the Partnership and its stakeholders
 - Work with internal teams to connect stakeholders to relevant evidence
 - Work with the Evidence Specialist on the Knowledge Mobilization Strategy team to monitor the environment for emerging cancer control issues
 - Identify opportunities for integrating evidence into practice relevant to programmatic work
 - Identify implications of evidence for policy or practice relevant to programmatic work
- Work with internal teams to build internal organizational capacity for knowledge mobilization through:
 - Developing and delivering training or supports to the KMb Leads in their application of KMb best practices
 - Working with Manager Knowledge Mobilization Strategy to help ensure KMb team maintains current knowledge and skills for best practices in KMb/Knowledge Translation and other relevant areas
 - Sharing best practices at team meetings
 - Conducting and/or participating in educational sessions
- Provide support for knowledge exchange activities led by the Partnership
- Assist the Manager/Director/VP on additional projects as required

General Accountabilities

- Drive innovation and culture change by delivering accelerated impact and reinforcing a collaborative culture
- Accountability for collaboration across divisions and portfolios and with external partners
- Support Managers/Director accountabilities, strategic priorities and core enabling functions
- Responsible for supporting division strategy and goals, allocating resources and delivering results on time and within budget

Division of Time by Area of Accountability

Delivering core mandate: 50%

Driving collaboration: 30%

Supporting manager: 10%

Building external relationships: 10%

Essential Skills and Attributes

- Driven, resourceful and collaborative the successful candidate will be motivated to help decrease the complexity of behaviour change in the Canadian cancer control system through relationship building, application of best practices and the design of well planned, aligned and coordinated activities across the Partnership.
- Excellent understanding of all aspects of knowledge mobilization (e.g., stakeholder engagement, evidence synthesis, knowledge product development, dissemination, implementation, evaluation)
- Ability to interpret and identify key results from evidence and to succinctly summarize research findings in plain language
- Experience building strong relationships with stakeholders and maintaining them over time – internal and external
- Ability to identify, map and understand stakeholder relationships and policy processes across diverse health systems to support the design and delivery of effective KMB strategies/projects
- Ability to develop or inform the development of knowledge products such as infographics, toolkits, newsletters, webinars or policy briefs using feedback from knowledge users
- Excellent project management skills, with proven ability to coordinate multiple priorities amidst important and competing deadlines
- Strong interpersonal, written and oral communication skills with great attention to detail (including presentations, meeting facilitation and education)
- Understanding of knowledge mobilization conceptual models, frameworks and strategies and experience with a range of knowledge exchange methods (e.g. communities of practice, newsletters, workshops, online collaborative spaces) with demonstrated ability to research, analyze and develop knowledge exchange options and strategies
- Knowledge and understanding of evidence-informed practice and decision making

Experience and Education

- Master's degree (or equivalent education and experience) in a relevant field such as health sciences, health services research, public health, psychology, political science, education, communications with a focus in health
- Minimum 3 years of experience in the role of knowledge broker or equivalent
- Demonstrated experience in applying best practices in knowledge mobilization, implementation science and/or knowledge translation, quality improvement (e.g., communications, education/training, toolkit development, stakeholder engagement, measurement).
- Experience in designing, organizing, facilitating and evaluating knowledge exchange events such as training, meetings, webinars, conferences, community forums
- Experience developing knowledge products such as infographics, toolkits, newsletters, fact-sheets and report summaries
- Experience in the development and delivery of training materials to support adoption of tools, methods, initiatives and/or products
- Highly proficient with Microsoft office products, specifically MS PowerPoint, Visio, Project and Excel
- Experience working within research and/or government (policy) environments, healthcare agency, hospital an asset
- Cancer-specific knowledge and experience an asset