

JOB POSTING



Director of Research & Advocacy

Daily Bread Food Bank is one of Toronto's most recognized non-profit, charitable organizations and is dedicated to ending poverty and hunger in our communities. Daily Bread solicits and distributes millions of pounds of food to individuals and families in immediate need of assistance through a network of over 130 member agencies. For more information, visit www.dailybread.ca

Job Title:	Director of Research & Advocacy
Reporting to:	Chief Executive Officer
Location:	191 New Toronto Street, Toronto, ON M8V 2E7
Terms:	Permanent - Full-time

The Person

You are a thought leader and want to effect change in our communities using a rights-based lens and exceptional research and analytical skills. You thrive in a dynamic, challenging social policy space and can be a leader at Daily Bread and the community. You want to join an organization recognized as a leader in social research and poverty trends; and take that to the next level.

The Position

The Director of Research & Advocacy leads all work associated with identifying the causes and consequences of poverty as well as evidence-based solutions. The Director works with other departments to mobilize the community in order to advocate with all levels of government on poverty reduction initiatives and policies and influences social policy through research, raising awareness, and advocacy to find long-term solutions to hunger.

The Director of Research & Advocacy is a member of the Senior Management team.

Responsibilities

Government Relations

- Lead and manage a comprehensive government relations strategy, including analyzing social policy initiatives and their impact on people who access food banks as well as the member agencies supporting them, formulating advice on key policy positions, and developing and maintaining strong relationships with key decision-makers.
- Develop and execute a communications strategy. Establish or build relationships between Daily Bread and other community organizations and support the identification of opportunities for collaboration. Represent Daily Bread and participate as a member of committees, such as the Toronto Food Policy Council.
- Provide advice and counsel to the Chief Executive Officer, and other members of senior management regarding government relations and advocacy initiatives.

Research

- Lead the development and writing of major research projects and smaller research bulletins relating to poverty, food insecurity, and government policy. This includes the cornerstone of Daily Bread's research, the Who's Hungry Report, which provides quantitative and qualitative data about the experience of hunger and poverty in Toronto.
- Creatively develop additional research or adjustments to current research projects to meet societal needs, emerging trends or breakthrough thoughts.
- Provide leadership, mentoring, and development for all direct reports.
- Coordinate, contribute to, or lead the application processes for research or policy related grants.

Relationship Management

- Develop new and oversee ongoing relationships with partners and potential partners in the poverty and food security community across Canada.
- Serve as a representative of the organization to external clients, funders, contractors, and media regarding research and policy initiatives. This includes working with the CEO to liaise with municipal, provincial and federal decision makers in order to advance long term solutions to reduce poverty and increase food security.
- Disseminate results and findings of research projects to the Daily Bread Community, leaders, and partners across Canada as well as to the general public. This includes disseminating information internally so Daily Bread can improve its service delivery.

People Management

- Organize the department and establish plans and a culture to meet department objectives.
- Interview, hire and provide training and support to staff within the department.
- Regularly assess skills of team members in order to provide professional development opportunities that build toward the objectives of the department and allow for on-the-job learning.
- Plan, administer and control approved budgets for projects, programs, services and equipment.

Other

- Meet the requirements of a supervisor under the Occupational Health & Safety Act. Promote a safe and healthy workplace ensuring adherence to legislation and policy.
- Participate as an employee of the Daily Bread Food Bank by volunteering with internal and external initiatives as needed.
- Other responsibilities and duties as may be necessary from time to time.

Internal/External Relationships

Interactions with Daily Bread's senior management team, government officials and elected representatives at all levels, the general public, and colleagues and volunteers at Daily Bread.

Education/Experience (or equivalents)

- Master's Degree in the social sciences or the humanities (e.g. education, equity studies, social work, political science, cultural studies, law/justice, public policy or related field) that includes a major research component.
- Minimum 5 years' experience in policy research and/or development and/or advocacy efforts.
- Strong familiarity with research and policy initiatives.
- 3-5 years experience in a leadership role.

- Experience utilizing both qualitative and quantitative methodologies, specifically within community-based research frameworks.
- Experience developing reports tailored to the general public.
- Project management experience.
- Experience analyzing data using SPSS quantitative and NVivo Qualitative software.
- Strong knowledge of Microsoft software, including Word, Excel, etc.
- Experience working in a not-for-profit, food security, and/or social justice environment an asset.

Working Conditions

The incumbent works in an office/warehouse environment, with occasional travel to offsite meetings and events. Year-round there is occasional overtime during the week and some weekends, with more overtime at peak season (October-January).

Key Competencies

- Highly proficient at conceptualizing, developing, and implementing large scale quantitative and qualitative research projects.
- Effective communicator with strong ability to present information in a clear, concise and actionable manner, speaking to stakeholders at all levels.
- Dynamic leader and innovative change agent with bottom-line, results-driven orientation coupled with consideration of human elements.
- Strong presentation skills, including developing presentations and addressing groups, both internal and external.
- High level of critical and logical thinking, analysis and reasoning.
- A team player with an attitude of service and the ability to motivate others.
- High degree of resourcefulness, flexibility and adaptability.
- Exemplary interpersonal, analytical, organizational, communication and conflict resolution skills with the ability to build bridges between complex stakeholder groups and individuals.
- Excellent sense of discretion, judgment, tact, and diplomacy.

How to Apply

To be considered, forward a covering letter stating why you are suitable for the role along with your résumé by **January 7th, 2019 to:**

Human Resources
Daily Bread Food Bank
191 New Toronto Street
Toronto, ON, M8V 2E7

email: hr@dailybread.ca
fax: 416-203-0045

Daily Bread Food Bank is an equal opportunity employer and encourages applications from members of designated groups.

Persons with disabilities who need accommodation in the application process, or those needing job postings in another format, please e-mail a request to hr@dailybread.ca or call human resources at 416-203-0050, ext. 228.

*Daily Bread Food Bank thanks all individuals who apply for this position and **will only contact** candidates who are selected for an interview.*