

# Programs Manager, Indigenous Health Research

## The Canadian Institutes of Health Research

### The Organization

The Canadian Institutes of Health Research (CIHR) is the Government of Canada's health research investment agency. CIHR supports research aimed at improving the health of Canadians.

CIHR was designed to respond to the evolving needs for health research and seeks to transform health research in Canada by:

- funding both investigator-initiated research as well as research on targeted priority areas;
- building research capacity in underdeveloped areas and training the next generation of health researchers; and
- focusing on knowledge translation that facilitates the application of the results of research and their transformation into new policies, practices, procedures, products and services.

### The Opportunity

This management role will enable you to support an impressive team of research administrators and scientific leads at the CIHR Institute of Indigenous Peoples' Health (IIPH), which is based in Saskatoon at the University of Saskatchewan. This role will be in support of the Scientific Director of the IIPH. The mandate of the IIPH is to foster the advancement of a national health research agenda to improve the health of First Nations, Inuit and Métis Peoples in Canada, through research, knowledge translation and capacity building. Reporting directly to the CIHR Assistant Scientific Director, you will be responsible for developing, implementing and evaluating strategic initiatives, developing research funding opportunities, facilitating and/or conducting knowledge translation, and supporting the administrative and operational function of the Institute.

### Key Outputs:

The successful candidate:

- Manages programs, other Institute initiatives and partnerships
- Acts as a team lead for the IIPH staff and manages consultants/contractors
- Liaises with CIHR staff based in Ottawa and with staff in the other CIHR institutes
- Acts as the main contact for Indigenous organizations, government officials and academic personnel
- Develops research funding opportunities
- Supports knowledge translation
- Provides quality control to ensure that projects are executed according to program planning, evaluation and Indigenous community standards
- Has the ability to multi-task, be strategic and mitigate risks
- Can carry out day-to-day administrative tasks, as well as manage human resources and operations
- Has a good understanding of the community-based approach to Indigenous health
- Is a motivated self-starter

## Qualifications

- Graduate degree in administration and/or health and/or social sciences or related fields, or equivalent combination of education and work experience
- Understanding of and/or experience working in Indigenous health research
- Knowledge of policy and practice issues related to Indigenous, government and academic affairs
- Ability to multi-task and meet deadlines
- Preference will be given to applications with Indigenous-living experience
- Ability to work within tight deadlines to ensure all deliverables are on schedule
- Strong and effective leadership skills combined with being self-motivated, excellent oral and written communication, presentation abilities and effective interpersonal skills are essential to this role.

CIHR is committed to the values and principles of employment equity and strongly encourages First Nations, Inuit and Métis individuals to apply. We also encourage candidates at all levels of their career that possess the required qualifications to apply for this position.

*To further explore this operations and management leadership opportunity, please submit your resume to [rebekah@higginsinc.com](mailto:rebekah@higginsinc.com) or call: 613-788-8254 ext 110.*

*To learn more about Canadian Institutes for Health Research, please visit [www.cihr-irsc.gc.ca](http://www.cihr-irsc.gc.ca)*