
Position Title:	Director, Communications
Department:	Knowledge Exchange and Communications
Duration:	Permanent
Reports to:	Vice President, Knowledge Exchange and Communications
Location:	480 University Avenue
Posting Date:	March 5, 2010
Closing Date:	April 2, 2010

Organization Summary

The Ontario Agency for Health Protection and Promotion (OAHPP) is an arm's-length government agency dedicated to protecting and promoting the health of all Ontarians and reducing inequities in health. As a hub organization, OAHPP links public health practitioners, front-line health workers and researchers to the best scientific intelligence and knowledge from around the world.

OAHPP provides expert scientific and technical support relating to infection prevention and control; surveillance and epidemiology; health promotion, chronic disease and injury prevention; environmental and occupational health; health emergency preparedness; and public health laboratory services to support health providers, the public health system and partner ministries in making informed decisions and taking informed action to improve the health and security of Ontarians. For more information about OAHPP, visit www.oahpp.ca.

Position Summary

The Director, Communications leads and executes OAHPP's communication strategy within the broader local, provincial, national, and international public health and scientific communities. The Director will be responsible for developing foundational strategies including tactics, tools and resources to support OAHPP science and public health programs in effectively integrating communication interventions in line with priorities. The Director will also provide leadership in identifying and disseminating best practices in communication for OAHPP staff and external stakeholders.

Reporting Relationship and Span of Control

The Director reports to the Vice President, Knowledge Exchange and Communications and supervises and works with a team of Communication professionals.

Key Responsibilities

- Develops OAHPP's internal and external communication strategies and tactics
- Leads the development of OAHPP's major communication materials, such as annual reports, media releases, media toolkits, and internal and external communication products
- Collaborates with OAHPP's leaders to understand and keep apprised of their issues and priorities so as to proactively support and promote their activities
- Keeps abreast of emerging innovations in communication strategies and methods
- Plays a key role in crisis communications, as required
- Oversees the communications team with professionals from different communications backgrounds (media relations, internal and external communication, writing, specifically effective scientific writing and web design).

Knowledge & Skills

- Expert knowledge of key roles and stakeholders in the Ontario health sector, particularly in public health
- Highly persuasive and effective presentation and facilitation skills
- Highly effective organizational skills, capable of transforming strategies into tangible tactics and action plans
- Results-orientated, with an accomplished record within a medium-large organization.
- Strong networking and consultative skills
- Expert communications skills in English (written and oral). French bilingual proficiency will be considered an asset
- Ability to work in a team-oriented culture
- Well-developed supervisory skills
- Expertise in developing external and internal communications strategies and tactics for diverse audiences
- Expertise in crisis management

Education & Experience

- At least 10 years in a senior role in a medium to large enterprise.
- Experience in working within an academic or science-related environment. Experience in health settings will be considered an asset
- Experience building and managing a team
- Experience in developing and championing public-sector communications campaigns.
- Relevant educational preparation at the Master's level

Your cover letter and resume must clearly indicate how you meet the qualifications and competencies.

ONTARIO'S PUBLIC HEALTH AGENCY



Apply to: You may e-mail your resume referencing DirComm-01 to careers@oahpp.ca. For more information about OAHPP visit our website at www.oahpp.ca