

Because Baycrest is a workplace of choice.



Centre for Aging & Brain Health Innovation at Baycrest has an opportunity for an **IMPLEMENTATION SPECIALIST, FULL TIME** (1 Year Contract – Non-Union, 70 hours bi-weekly)

As a member of the CABHI Innovation Office team, this individual will be responsible for facilitating the application of knowledge mobilization (KM) tools/strategies by project teams, assisting in the development of project-specific KM plans, and supporting ongoing knowledge translation and implementation efforts that can assist CABHI projects in their implementation/ adoption efforts. In addition, this individual will be responsible for building capacity within the adoption user group by increasing the knowledge, skills, motivation, and attitudes of potential users to achieve their implementation/adoption goals and includes attention to all types of capacity (psychological, behavioral and structural) at all levels of the system (individual, organization, network, and system).

Responsibilities include but are not limited to:

- Provides implementation support to projects, including but not limited to the following activities:
- Assesses the contextual fit of proposed intervention(s) / approach(es) with the values, needs, skills, and resources available in the service setting.
- Identifies and supports mitigating actions to manage risks and assumptions for the change effort (e.g., assumptions regarding resources, commitments or buy-in; risks or loss for different stakeholders).
- Assesses and makes judgements about appropriate implementation frameworks and approaches for different contexts and settings
- Applies and integrates a range of implementation frameworks, approaches, tools and resources as required by the user context
- Gathers and uses quantitative and qualitative feedback about the progress and quality of implementation to support dissemination and adoption
- Models/coaches the use of knowledge, skills, behaviours, attitudes, and practices for stakeholders to demonstrate application in a real-world setting.
- Identifies and implements organizational processes and structures to develop implementation capacity
- Stays abreast of best practices in KT to inform activities
- Fosters stakeholder engagement and positive working relationships with project partners
- Compiles and maintains inventories of knowledge translation/evidence-informed best practice literature tools, resources, and capacity building materials
- Contributes to the development, implementation, and evaluation of knowledge translation products and strategies
- Collects and summarizes targeted key performance indicators
- Facilitates development and execution of signature events

Qualifications include but are not limited to:

- Bachelor's degree in Health Sciences, Public Health, Social Sciences (e.g., psychology, [medical] sociology), Health/Research Communications, Health Policy, or a related field
- Master's degree preferred
- Minimum 1 year of research coordinator experience
- Meticulous attention to detail and capable of independent decision-making
- Ability to prioritize and ability to manage multiple projects simultaneously
- Ability to work in a diverse team environment
- Ability to adapt to changes in project direction
- Experience in a healthcare-related setting is an asset
- Experience in conducting qualitative interviews is an asset
- Experience in quantitative statistics is an asset
- Must possess excellent interpersonal, verbal/written communication, organizational, and time management skills
- Understanding of all aspects of knowledge translation required
- Experience with quality improvement and evaluation methodology a valuable asset
- Proficient in MS Word, Excel, PowerPoint, and bibliographic (i.e., EndNote) software
- Creativity, adaptability, diplomacy, and tact essential
- Ability to work independently and as part of a multidisciplinary team of diverse stakeholders
- Comfortable speaking in front of small to large audiences

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(including workshops, meetings, etc.)

- Develops presentations, minutes, and other materials to support information exchange as required
- Assist in the development of knowledge sharing materials (handbooks, toolkits, manuscripts, abstracts, posters, slide decks, etc

It is preferred for applicants to apply online. Please ensure that your updated resume is submitted with your application. Failure to submit your resume, may affect your candidacy for this position.

To apply online, please visit our website: <http://bit.ly/2yBVGAK>

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