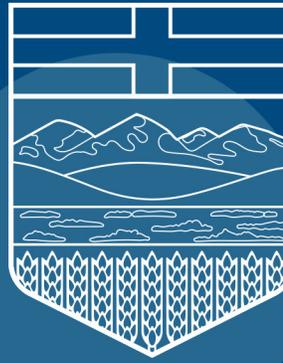


We're seeking:

ALBERTA STAKEHOLDER POSITION



FULL TIME

Date posted: December 8, 2020

REPORTS TO

Vice President, External Affairs

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WHO WE ARE

Cardus is a public policy think tank aimed at renewing North America's social architecture. Drawing on 2,000 years of Christian social thought, we bring credible public research to bear on concrete needs.

GENERAL JOB DESCRIPTION

The Alberta Stakeholder Position will work with the VP External Affairs, the Program Directors for Education, and Family, and the Stakeholder Officer to create, design and execute a constituency building strategy for education and childcare in Alberta.

The title and salary for the position will be determined, commensurate with the experience and expertise of the successful candidate.

The successful candidate will identify, maintain, and grow a database of key stakeholders in educational pluralism and child care in Alberta, and provide strategic contact points with them including:

- Email communication
- Events
- Sharing of research

The successful candidate will translate the Cardus strategic plan into tangible and measurable tactics of engagement, including a provincial strategy.

This posting is for a 2-year contract position. Full-time work is preferred but negotiable. Schedule is negotiable.

The successful candidate will live in Alberta. Edmonton is preferred but not required. Driver's license is required.

CORE COMPETENCIES AND QUALIFICATIONS

- Demonstrable competency in theory and practice of educational and child care pluralism
- Warm and welcoming personality, able to engage productively with a variety of communities including
 - Independent school communities and care providers, including religious and non-religious school communities and care providers;
 - Policy experts and scholars involved in education and childcare policy;
 - Civil servants, and politicians involved in education and childcare policy;
 - Opponents of educational pluralism and proponents of universal, state-provided childcare; and
 - The general public.
- Considerable self-direction and personal motivation and dogged work ethic, confident and persevering despite long project cycles and tenuous feedback loops
- Proficiency with Microsoft Office suite, particularly Word and Excel
- Completely at ease with telephone and videoconference technology

WORK CONDITIONS

- To be determined, but manual dexterity required to use desktop and/or laptop computer and peripherals
- Extensive provincial travel expected

HOW TO APPLY

- Prepare and attach a detailed and well-considered cover letter, speaking specifically to how your skills and passions align with Cardus's mission. Keep your cover letter to two pages.
- Applications without a good cover letter will be ignored.
- Apply using the Fitzii recruiting platform. Applications will not be accepted by email or any other platform.
- We thank all applicants for interest, but will respond only to those with whom we would like to pursue an interview.
- Posting remains open until position is filled.

Apply Now

CARDUS