Position Type: Full-Time Contract / September 2017 – March 2020  
Rate: $65,000 - $70,000 with benefits  
Locations: York University (Keele Campus), Toronto

ABOUT YOUTHREX

Youth Research and Evaluation eXchange (YouthREX) is a province-wide initiative based at York University with regional Hubs across Ontario. YouthREX promotes the integration of research evidence and evaluation in the development and delivery of Ontario’s youth programs.

Our Vision is an Ontario where shared knowledge is transformed into positive impact for all YouthREX.

Our Mission is to make research evidence and evaluation practices accessible and relevant to Ontario’s grassroots youth sector through capacity building, knowledge mobilization and evaluation leadership.

Our Stakeholders include grassroots youth-led and youth-serving initiatives (frontline staff, program staff, leadership), funders and policy makers.

Launched in December 2014, YouthREX is at an exciting time in its development and recently began a new three-year partnership with the Ministry of Children and Youth Services to continue our work supporting Ontario’s grassroots youth sector.

As we begin this new phase of work, we are looking to add a Youth Program Design and Development Manager to our leadership team. We are looking for someone who is excited at the thought of being part of a small but mighty organization that straddles the interface of community and academic cultures. S/he will play a key role in developing and implementing processes that allow YouthREX to better contribute to Ontario’s youth ecosystem.
ABOUT THE POSITION

YouthREX is looking to hire a **Youth Program Design and Development Manager** to play a key role in contributing to the achievement of YouthREX’s strategic and operational goals and deliverables.

The **Youth Program Design and Development Manager** will lead YouthREX’s outreach to youth programs across Ontario and will facilitate their engagement to YouthREX’s programming and initiatives. S/he will support YouthREX’s **Youth Program Design and Development Associates** in regional hubs across the province in promoting awareness of, and connections to YouthREX’s knowledge eXchange and evaluation services.

These responsibilities require an understanding and acknowledgment of the complexities of the youth sector, in-depth knowledge of evidence-based knowledge transfer processes and experience with program evaluation (including logic model development, evaluation designs and methodologies, qualitative and quantitative analysis). The successful candidates will have strong communications skills (oral and written) and a background in equity-focused evaluation and knowledge of youth wellbeing-related issues in a community context.

QUALIFICATIONS

Required Experience/Skills:

- A graduate degree with a minimum of five years of experience in relevant roles
- Demonstrated experience establishing and sustaining relationships and partnerships with key stakeholders across the youth sector to build a stronger YouthREX that supports the Ontario youth sector.
- Demonstrated understanding of the barriers and challenges that confront youth including racialised youth, newcomer youth, aboriginal youth, youth with disabilities or special needs, youth in and leaving care, francophone youth, LGBTQ youth, youth living in rural & remote communities, youth from low-income families and youth in conflict with the law.
- Excellent written and oral communication skills including the ability to develop presentations for diverse stakeholders within the youth sector and experience with effective communication strategies.
- Strong background in qualitative and quantitative methods and analysis
  - Familiarity with statistical software (e.g., SPSS, NVivo, Excel) for managing and conducting data analysis
- Understanding of the literature on evaluation and of multiple theories of evaluation and their limitations, especially for smaller, community-based programs
- Excellent critical thinking and analytical skills and the ability to synthesize complex information and translate into materials that are accessible to a range of stakeholders
Excellent organizational planning and coordination skills
Ability to travel across the Central Region with occasional travel to other regions in Ontario.

**Key Responsibilities Include:**
- Coordinating and/or supporting knowledge eXchange and evaluation supports for youth serving organizations, including supports with using evidence to design and develop a program; and the development of logic models and theories of change
- Providing/facilitating learning opportunities to youth service and program planners and practitioners on the development of research and evaluation plans, including data collection methods, analysis, and use of theories of change and performance measurement tools
- Supporting, designing and/or delivering capacity building activities (e.g. local community-of-practice, workshop planning and facilitation, course coordination, youth engagement activities)
- Seeking organizational synergies and opportunities to collaborate and partner with regional actors.
- Supporting, designing and/or delivering knowledge mobilization activities (research summaries, webinars, Provincial campaigns, knowledge exchange forums and events)
- Developing and maintaining external relationships with YouthREX stakeholders and serving as YouthREX's representative at regional tables where appropriate
- Supporting *Youth Program Design and Development Associates* at regional hubs
- Supporting and mentoring research assistants, placement students, work-study students & summer students

If you are passionate about the well being of Ontario’s youth, please send a resume, writing sample and cover letter to the provincial Academic Director, Dr. Uzo Anucha: rexinfo@yorku.ca outlining why you are interested in this position and how you meet the criteria above drawing on specific examples.

Review of applications will begin on Monday, August 28 and will continue until the position is filled.

We thank all applicants for their interest. We apologize that only those applicants invited for an interview will be contacted.