

Manager, Advocacy and Stakeholder Relations, Western Canada (Remote)

Manager West can be in British Columbia, Alberta, Saskatchewan or Manitoba.

Reporting to the Executive Director, the Manager of Advocacy and Stakeholder Relations, Western Canada will lead the development of the Associations' communications products and stakeholder engagement strategies for British Columbia, Alberta, Saskatchewan, Manitoba, Yukon, Northwest Territories and Nunavut. The Manager West will also work closely with the Manager East to implement strategies to engage the federal government. Superior writing, editing, and advocacy skills are principal requirements.

National travel is required 2-3 times a year. This role is full time, permanent, and fully work from home.

Advocacy and Stakeholder Relations

- Fields inquiries and arranges interviews for Board members, Executive Director or other designated spokespersons. Participate and chair board committee meetings.
- Develops and implements initiatives that would serve the association's membership in their grassroots communications initiatives thus increasing the benefit of being a member
- Monitor news and policy that impacts Physician Assistants and respond accordingly
- Develops and maintains updated speaking points and key messages
- Develops an advocacy strategy that will further advance the government priorities of the association and clearly reflects the organization's strategic plan
- Supports the organization's staff and board in developing and maintaining strategic partnerships with government, external organizations and supporters
- Establishes short and long-term goals including building new relationships, while strengthening existing relationships with all external stakeholders, including: the media, government, affiliated organizations
- Plays an active role and supports Board Directors in soliciting government and other stakeholder groups for the advancement of the profession
- Ensures systems are in place to track and record the contributions of stakeholders
- Actively participates in, accepts assignments, and/or leads campaigns for investment, new services and enhancing relationships with governments, regulators and health care professions
- Takes advantage of networking opportunities with personal, professional and organizational affiliations, and attend functions and events that serve to effectively identify and steward strategies tailored for advancement for the profession, investment, education and raising awareness
- Develops relationships with industry and government to partner in the development and integration of the PA profession and the association's agenda
- Collaborates with the Board of Directors and staff to develop goals and targets, and measure success while maintaining reporting systems to ensure the expectations of stakeholders are achieved
- Other duties as required

Communications

- Supports communication goals of the association regarding provincial, national and global advocacy for issues relevant to the Canadian PA profession
- Helps build brand recognition, including contributing to advertising campaigns
- Creates and distributes media advisories, press releases and other documents
- Work collaboratively with the Manager of Events and Communications to help suggest content for social media platforms and news bulletins

Qualifications

- Bachelor's degree in political science, communications, marketing, business, or equivalent combination of experience and education.
- 2-3 years of communications and advocacy work
- Experience with membership driven organization or not-for-profit environment
- Strong writing and editing skills
- Strong public speaking and leadership skills, ability to chair committee meetings, speak with industry and political leaders
- Passion for improving healthcare in Canada
- Ability to think critically, results oriented
- Ability to be flexible and adaptable to changing priorities
- Innovative thinker with a track record for translating strategic thinking into action plans and output
- Strong customer service skills, with the ability to collaborate and liaise with various stakeholders
- Demonstrated ability to be flexible and adaptable to changing priorities, and to organize, prioritize work and manage multiple projects with high efficiency, accuracy and enthusiasm
- Proven ability to work both independently and in a team-based environment
- Self-starter and requires little supervision
- Positive track record in building and maintaining respectful and effective relationships with staff, board of directors and volunteers
- Strong attention to detail
- Ability to work in English, bilingual French and English preferred but not required

Interested and qualified candidates are invited to submit their resume along with a cover letter by 19 August 2022.

Note that applications will be reviewed as they are received, and interviews will commence immediately with suitable candidates. Please combine documents into a single WORD or PDF and reference both your name and "Advocacy and Stakeholder Relations, West" in the file name. We thank all those who apply, however only those selected for an interview will be contacted.

CAPA offers fair market value compensation and a comprehensive employee benefits package.

Job type: Full-time

Salary: \$50,000 - \$60,000 per year

Benefits:

Medical

Dental

Vision

Send applications to admin@capa-acam.ca by 19 August 2022