

JOB POSTING

To Work at the BC Nurses' Union Office

Job Title:	Research/Health Policy Officer Regular Full-Time
Posting #:	USW-003-19
Bargaining Unit:	USW 2009
Starting:	April 2019
Posting Period:	March 15 to 29, 2019

Position Overview

Under the direction of a Director, the Research/Health Policy Officer is responsible for researching and analyzing information, consulting with stakeholders and experts, developing options and recommendations on a wide range of policy initiatives. The Officer analyzes impacts of external developments on membership and identifies opportunities to advance BCNU's goals and objectives. This position may involve representing BCNU on collaborative research projects, at policy forums and at meetings with government. The incumbent will create survey tools, evaluation frameworks and may develop research proposals. The Research/Health Policy Officer promotes BCNU priorities regarding healthcare and nursing policies, ensuring BCNU's Professional Practice Department is recognized and respected.

Key Responsibilities

Works closely with BCNU Executive to develop and implement effective research and investigation to support BCNU's goals and objectives.

- Fosters relationships with both internal and external stakeholders that strengthen support for the work and encourages broad participation in BCNU's research efforts.
- Is knowledgeable and current on legislative and regulatory developments and identifies issues of interest or concern to BCNU members.
- Monitors, captures, filters and organizes information and data into databases to ensure strategic and valuable information is available when needed. Analyzes information and data, and produces briefing papers and reports as needed.
- Presents findings in various forums including Executive meetings, meetings with Council and/or government officials, Health Authority staff and other senior level meetings.
- Responds to requests to create survey tools, evaluate initiatives and analyze research proposals.

Communicates both internally and to external organizations regarding relevant and topical issues.

- Writes and/or edits relevant committee/policy communication with members.
- Develops policy papers as needed.
- Contributes policy/research news to BCNU publications.
- Contributes to the development of various education programs related to committee and policy work.

Acts as a resource person to the Union's Council as required.

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- Acts as a resource person to the Council on professional practice and health policy matters.

Provides work direction to assigned support staff.

- Provides work direction to assigned clerical and administrative staff.
- Participates in the efficient and cooperative use of resources and personnel.

Performs other related duties as assigned.

Qualifications

The successful applicant must have:

1. College or University education in an approved Nursing, Social Science or Health Policy program, or an equivalent combination of education and related experience. Master's Degree preferred.
2. Extensive and progressive experience (3 - 5 years) in research and/or policy work.
3. Extensive knowledge of researching and investigating techniques, methodology, strategies with demonstrated experience in a research capacity.
4. Extensive knowledge of government policies and structure.
5. Demonstrated and proven ability to work in a team environment, collaboratively as a team member.
6. Good knowledge of trade union, nurse and health care workers employment issues and the general environmental conditions of nursing and health care providers. A thorough understanding of and commitment to trade union philosophy.
7. Exceptional interpersonal skills, including: strong cultural fluency, emotional intelligence, and comfort/skill managing conflict and building relationship and dialogue across differences.
8. Excellent verbal, and interpersonal skills, strong facilitation and presentation abilities, and skill in communicating across differences with respect and awareness.
9. Strong writing skills, understanding of clear language, and experience producing written materials (policy papers, outreach materials, articles, proposals, etc.)
10. Ability to travel throughout the province and carry a valid driver's license.

How to Apply

Submit a cover letter and resume marked "Private & Confidential" **by March 29, 2019** to:

Mail to: Human Resources
BC Nurses' Union
4060 Regent Street
Burnaby, BC V5C 6P5

Fax: (604) 433-7945 or 1-888-284-2222
Email: hr@bcnu.org