



Data Lead – Full Time

UNICEF Canada

About the Company:

At UNICEF, we work tirelessly to ensure children survive, wherever children's lives are at risk. As part of the UN, we are active in more countries and have saved more children's lives than any other humanitarian organization. By embarking on an ambitious campaign, we will reach every child, even those in the most remote and hard-to-reach places with the essentials that every child and every family needs to survive. Because no child is too far.

Job Description:

(12 month contract starting in April 2017; Full-time, based in Waterloo)The Data Lead has a ground-breaking and unique role in UNICEF Canada. You will play a key role in a new project to develop and launch an index of child and youth well-being, in partnership with the Canadian Index of Wellbeing (CIW) at the University of Waterloo. The Data Lead will combine experience creating compelling data-focused tools and stakeholder engagement in exciting new ways to create something new. You will work with a great team and jump into a fast-paced project as an experienced contributor. The start and end points are clear but you'll employ your ability to think strategically and deliver practically as you take this project from inception to completion. You'll draw on solid, in-depth knowledge and experience of methods for the collection, design and analysis of data related to different types of population health/well-being research and measurement, particularly focused on children and youth in Canada.



Recruitment Coordinator

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Key Accountabilities:

Co-design the index & related data & statistical tools (60%)

- Co-design a workplan to build a best-in-class index, drawing on your knowledge of and experience in the domestic and international use of indices, indicators and statistical data with a focus on children and youth.
- Manage the stages of index development and a broad variety of tasks including research, process design, multimedia communications, event planning, facilitation and logistics.
- Research appropriate methodologies, indicators and data sources assisted by the CIW team.
- Collaborate with experts at the CIW and in other research centres across the country and worldwide (particularly through the UNICEF family) to design and research the process and inputs.
- Design associated measurement/monitoring tools.
- Support the Data Analyst in collection of data, addressing data challenges and designing a data repository.
- In collaboration with the CIW Director, take responsibility for accuracy and results.

Engage stakeholders in the project (25%)

- Establish and coordinate/collaborate with a pan-Canadian Advisory Council.
- Collaborate with team members to create appropriate and meaningful opportunities for youth engagement.
- Liaise with data experts in UNICEF to exchange knowledge and share updates.
- Plan and coordinate events, research projects and communications to involve contributors.
- Participate in team meetings to connect to UNICEF Canada's related design and policy work.

Collaborate on the development of knowledge translation approaches & data visualization (15%)

- Communicate the development of the project to stakeholders through blogs, articles, presentations, meetings and events.
- Forge relationships with similar initiatives in Canada and worldwide and develop a database of key contacts.
- Design and/or create tools for effective and innovative knowledge translation including but not limited to reports.

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- Establish protocols and relationships for research.
- Collaborate with team members to develop data visualization.
- Contribute to scientific papers and write technical reports.
- Ensure scientific integrity and steward the reputation of the CIW, UNICEF and the University of Waterloo.

The incumbent will also be expected to collaborate to achieve team goals by:

- Playing an expert role on project teams to identify strategic approaches and synergies.
- Participating in Agile planning, team meetings, events and other team tasks.
- Collaborating well with and coaching the people around you including graduate research assistants.
- Taking general direction from the CIW and UNICEF Canada team leads and take initiative for results.
- Supporting a youth-centric perspective.
- Producing results/delivering value every day.
- Ensuring integrity with the organizational mission and values in all activities.

Qualification:

- A graduate degree in a relevant field.
- A minimum of five (5) year's relevant work experience.
- Experience in data/statistical methods and applications, research and project management.
- Established relationships with relevant professionals in Canada.
- Excellent communication skills.
- Collaborative team skills – flexible and adaptable, able to facilitate and manage a room and resolve conflict, willing to use a good sense of humour, open to coaching.
- Strong project initiation, organization and management skills.
- Strong judgment, strategic insight and problem-solving ability.
- Comfortable with standard office software (Microsoft Office) in a PC environment.
- Familiarity with specialized data management and analysis programs, especially SPSS (an asset).
- Familiarity with OCAP data principles (an asset).



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- French language proficiency (an asset).
- A valid Ontario driver's license and access to a car (an asset) as regular travel to Toronto will be required on a monthly basis.

Job type: Full-Time

Apply Info:

For consideration, please submit your resume and cover letter to careers@unicef.ca by March 9, 2017. Please attach your cover letter (including salary expectations) and resume as one document and reference "Data Lead" clearly in the subject heading. UNICEF Canada sincerely thanks all applicants for their expressed interest in this opportunity, however, only those selected for an interview will be contacted. Consistent with our Child Protection Policy, the successful candidate must receive clearance by a police background check, including a vulnerable sector screen. UNICEF Canada is an inclusive workplace and is committed to championing accessibility, diversity and equal opportunity. Requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the requirements for the position.

