

## Knowledge Exchange Associate

CMHA Ontario is a provincial association committed to improving services and support for individuals with mental illness and to the promotion of mental health in Ontario.

We are seeking an experienced individual to contribute to the development and implementation of CMHA Ontario's knowledge exchange strategy. Reporting to the Director of Knowledge Transfer, the Knowledge Exchange Associate will work closely with policy and program staff to plan and execute strategies to increase awareness and uptake of community mental health research, evidence-based policy recommendations and other forms of knowledge by a range of audiences for practice, planning and policy making.

You will be responsible for a variety of activities associated with CMHA Ontario's knowledge exchange and mental health promotion initiatives. You will create stakeholder maps, conduct environmental scans, write plain-language summaries, create annotated bibliographies, compile resource inventories, contribute articles to CMHA publications, prepare materials in a range of formats for electronic and print distribution, provide support to networks and communities of practice, plan and manage KTE events, review KTE literature and identify promising practices, seek new funding opportunities and write grant applications to support KTE initiatives, and manage KTE projects.

You will apply proven strategies in knowledge exchange to engage decision makers, service providers, consumers, families and other stakeholders. Your role will involve building and maintaining collaborative relationships with target audiences to ascertain their knowledge needs and understand how they prefer to receive new knowledge. You will tailor messages and materials appropriately to enhance understanding and uptake, and investigate innovative methods of increasing the capacity of audiences to interpret, contextualize and use new knowledge. You will also plan and implement strategies to evaluate the impact of CMHA Ontario's knowledge exchange initiatives.

We are seeking an individual with graduate-level training in knowledge exchange or a related field. Excellent writing, editing and research skills are essential. Creativity is a must. Knowledge of the mental health system preferred. Other requirements include: education and/or experience in the use of Web technologies for social networking; experience in information

management and design; project management; facilitation of groups; able to work independently and to collaborate well with team members; excellent organizational skills to manage time and balance conflicting priorities.

We encourage applications from all individuals with relevant experience, including consumers and family members.

Please submit resumes no later **August 7, 2009** to Director, Human Resources, Canadian Mental Health Association, Ontario Division, 180 Dundas Street West, Suite 2301, Toronto, Ontario, M5G 1Z8, by fax 416-977-2813 or e-mail: [careers@ontario.cmha.ca](mailto:careers@ontario.cmha.ca). We thank all applicants for their interest and advise that only those selected for an interview will be contacted.