



Strong Minds Strong Kids, Psychology Canada (SMSKPC) is a brand from The Psychology Foundation of Canada. As a registered, national charity, we are dedicated to nurturing resilience in kids with the use of psychological science so they can manage, learn, and grow from the many challenges in life. We help infants, children, and youth build a solid foundation of mental health before problems or issues may arise. We are governed by a volunteer Board of Trustees comprised of leaders in clinical psychology, academia, marketing and communications, and business.

Manager, Programs and Partnerships

As a growing organization, this is an exciting opportunity for someone who wants to make a positive impact on the mental well-being of children in Canada. We are looking for a self-motivated, ambitious, and idea-driven individual whose energy and focus will be to ensure more children and youth have access to and benefit from our psychology and evidence-based programs and resources. Reporting to the Director, Programs and Partnerships, the Manager, Programs and Partnerships on a full-time basis will be responsible for five key areas:

- **Relationship Building and Management with Community/Delivery Partners**
 - *Lead* the building of new local and nationwide partnerships, while maintaining our existing partnerships, to spread awareness about, and to deliver our mental health promotion programs to professionals, parents, and children/youth
- **Program Development and Management**
 - Support the Director, Programs and Partnerships in the development, maintenance, and evaluation of SMSKPC programs, as well as the facilitation of our Programs and Partnership All Committee
 - Oversee the Stress Busters Program with the support of the Coordinator, Programs and Partnerships
- **Liaison, management, and implementation of funded projects**
 - Work with the Director, Programs and Partnerships to manage the relationship with and implementation of our various funded projects to ensure the support from our funders delivers the desired impact to children and youth.
- **Program Training Delivery**
 - Supervision of the Coordinator, Programs and Partnerships to ensure the successful delivery of our existing training, including scheduling of trainers, training evaluations, and communications related to training
 - Work as a team with the Director and Coordinator of Programs and Partnerships to ensure the way in which we educate our community/delivery partners on our program is relevant, understandable, engaging and adequately equips them with the knowledge and skills to impact the children in their care
- **Operational**
 - Management of and overall supervision of a direct report: Coordinator, Programs and

- Partnerships
- Support Director with the financial management of program budgets, and development of policies and procedures related to programs and partnerships
- All other tasks as required to successfully grow and deliver our programs and partnerships

Experience, Skills, and Personal Assets:

- Passion for the vision and mission of SMSKPC
- Excellent communication and presentation skills, with the ability to influence partners and make them enthusiastic about our brand and resources
- Creativity, imagination and an entrepreneurial attitude toward building partnerships
- Strong interpersonal skills; can actively listen to partners and staff to come up with solutions and work as a team
- Objection handling and negotiation skills
- Strong work ethic, self-motivation, independence and flexibility
- Proven leadership ability, with past supervisory experience
- Solid planning, time management, and administrative skills
- The capability to work under pressure and problem-solve
- Ability to work from home; access to high-speed internet
- Some experience managing funded projects and budget(s)
- Bilingual in French *is an asset*
- Location in Toronto or GTA *is an asset*

Education/Training:

- Degree in health promotion, business, or public relations.
- Some education in psychology, social work, or education would be considered an asset

To apply:

Deadline to apply: Wednesday, November 15th, 2023

This is a remote position that requires in-person meetings at least 6 times of the year within the Greater Toronto Area. There is a small budget to support travel to these in-person meetings. In addition, the successful candidate will require a vulnerable sector screening at the time of employment.

Qualified applicants are invited to submit their cover letter and resume in one document to

*Siobhan.Laverdiere@strongmindsstrongkids.org and include the **Job Title and your full name in the subject line.***

Annual Salary: \$70,000

We thank all candidates for their applications.

SMSKPC is committed to creating a diverse environment within staff, Board, committees, and volunteers. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age. We pride ourselves in ensuring that every child in Canada can thrive, and respect and recognize the developmental and cultural needs of Canadian children and youth and how that plays a role in their mental well-being. Our goal of promoting diversity, multiculturalism, and inclusion helps serve our mission and support the many children in various communities across Canada.

