



**Children's
Healthcare
Canada** | **Santé
des enfants
Canada**

Title: Knowledge Mobilization Specialist
Start date: January 2026
Job type: Permanent, Full-Time

Reports to: Director, Research & Knowledge Mobilization
Salary range: \$70,000 to \$78,000 annually
Apply by: January 30, 2026, 1500 ET

About Children's Healthcare Canada

Children's Healthcare Canada (CHC) is the national not-for-profit association serving children's healthcare delivery organizations across the continuum of care. We exist to serve our members and accelerate excellence and innovation in health systems serving children, youth, and their families in Canada. With the combined strength of its members and strategic partners, CHC advances innovative, accessible, equitable, integrated, purpose-built systems of care for Canada's eight million children and youth through knowledge mobilization (KMb), advocacy, and collective action.

The CHC team is small but mighty and we strive to create an inclusive, accessible workplace where all individuals feel valued, respected, and heard. Children's Healthcare Canada offers:

- Full health benefits and pension packages
- Meaningful and rewarding work focused on improving children's health and healthcare systems
- A passionate, smart, fun, and creative office culture
- Hybrid work – a balance of in-office (Ottawa, Ontario) and at-home work
- Strong leadership with a focus on training and mentoring to help you grow, expand your skills, and become your professional best

Overall job purpose

The main purpose of the **Knowledge Mobilization Specialist** role is to support and advance CHC's research and KMb efforts, ensure members have access to the best available child health and health systems evidence to inform decision making, and position the Association as a trusted source of credible evidence, subject matter expertise, and advice.

This role involves leading and coordinating the planning, (co)development, delivery, evaluation, and quality improvement of CHC's Research & Knowledge Mobilization Program and its products and services, including online learning events, podcasts, other knowledge products and evidence-informed resources, and a consultation and support service for child health and health system researchers.

The ideal candidate is a certified knowledge mobilization specialist with at least 3-5 years of KMb experience in not-for-profit, healthcare, and/or academic environments. You are a creative, highly organized, detailed-oriented, and proactive leader with strong project management and communication skills who wants to create positive change in child and youth healthcare. You thrive on a small, dynamic team in a fast-paced and collaborative environment and are willing to take on additional duties to support other teams and assist in representing the organization in meetings and consultations with interest holders.

Key Responsibilities

Knowledge Mobilization

- Engage, build, and maintain strong working relationships with CHC members, networks, partners, and researchers to ensure KMb products and services meet their needs and preferences, identify and help reduce barriers to the uptake, use, and impact of evidence, and support knowledge sharing and research impact
- (Co)Develop general and tailored KMb products (e.g., online learning events/series, podcasts, evidence summaries, infographics, tools, thematic content bundles) and services (e.g., KMb consultation/support service for child health researchers) and employ a variety of channels to share evidence with members and the broader child health community
- Lead KMb performance measurement, quality improvement, and evaluation efforts.
- Regularly review and synthesize evidence to inform strategic priorities and initiatives and ensure CHC remains current, evidence-informed, and impactful.

- Support efforts to identify and secure funding for CHC's special grants and projects to further the Association's strategic priorities and enhance CHC's organizational capacity, health, and sustainability.
- Facilitate engagement and continued dialogue among researchers and healthcare professionals, health systems leaders, policy makers, and partners to inform CHC priorities, products, and services.
- Collaborate with internal colleagues to enhance the Association's membership profile, networking, advocacy, and policy efforts

Program Management

- Manage the coordination, development, delivery, and evaluation (end-to-end) of Children's Healthcare Canada's products and services (see above)
- Identify, recruit, and engage speakers, subject matter experts, partners, and sponsors.
- Produce and edit knowledge products, including editing learning event and podcast recordings, and videos ensuring seamless technical execution, accessibility, and quality.
- Maintain and manage digital assets, including recording, transcripts, promotional materials, CHC YouTube channel.
- Produce performance reports and monitor engagement metrics (at least quarterly and as requested)
- Promote the program and its components (in close collaboration with the Communications Team)
- Support the SPARK: Impact workflow, including intake, scoping, planning, and delivery of Kmb products.
- Support continuous quality improvement of CHC's knowledge mobilization and digital systems infrastructure.
- Track and report on SPARK: Impact activities (e.g., letters of support issued, follow up on funding outcomes, uptake/impact of deliverables, key performance indicators).

Additional duties as assigned.

- Support the development of Special Project grants and, if funded, their implementation
- Contribute to cross-team projects; typical of a small, agile organization.
- Collaborate with internal colleagues on cross-portfolio initiatives, events, member services, and special projects.

Qualifications

Certification in knowledge mobilization, or similar	Essential
Master's degree in health sciences or another relevant discipline	Essential
3-5 years' experience working in knowledge mobilization	Essential
Experience developing, implementing, and evaluating knowledge mobilization plans & products	Essential
Experience conducting evidence searches and environmental scans	Essential
Demonstrate strong communication, collaboration skills, and project management skills	Essential
A willingness to take proactive steps and initiatives in identifying and addressing challenges	Essential
Keen attention to detail	Essential
Flexibility, agility, and an openness to change, improve, learn, and try new things	Essential
Demonstrated ability to prioritize, organize competing priorities and manage time	Essential
Technical proficiency, including video or podcast production, and post podcast editing	Preferred
Previous work in the healthcare, academia, or non-for-profit sector	Preferred
Bilingual: proficiency in both of Canada's official languages	Preferred

To Apply

If you are interested in this position, please submit your **cover letter** and **CV** to probeson@childrenshealthcarecanada.ca.

Applications will be accepted until **January 30, 2026**, at **1500 ET**. However, we will review applications as they are submitted and interview potential candidates as they are identified. We aim to hire the ideal candidate as soon as possible. **Apply early!**

If you are passionate about improving children's health and healthcare systems and excel at translating knowledge into meaningful action, we want to hear from you!