



part of Canada's Immuno-Engineering and Biomanufacturing Hub

TRAINING SPECIALIST

Hours	Full-time, 37 hours per week
Salary range	\$60,000 to \$75,000 CAD per year plus benefits
Location	Simon Fraser University Burnaby Campus (hybrid negotiable)

TRAINING SPECIALIST

The Training Specialist will lead the planning, implementation, and evaluation of training and pedagogical activities and the development of tools and resources to build knowledge mobilization, science, communication, professional development, and equity capacity within the Bridge Research Consortium (BRC), CIEBH and other hubs. This role will work under the direction of the KMB Lead.

ABOUT THE BRIDGE RESEARCH CONSORTIUM

The BRC is one of four projects funded by the Government of Canada, as part of Canada's Immuno-Engineering and Biomanufacturing Hub (CIEBH) led by the University of British Columbia. It is also one of 19 projects funded in 2024, under Canada's Biomanufacturing and Life Sciences Strategy, "to rebuild a strong and resilient domestic biomanufacturing and life sciences sector" ahead of a future pandemic event.

While Canada is poised to achieve exciting and important scientific breakthroughs, the COVID-19 pandemic showed that support for the optimal uptake of new vaccines and therapies is also needed. The decline of vaccine uptake within some populations over the past decade risks the return of vaccine preventable diseases and undermines the capacity for Canada to respond effectively to a future pandemic.

In this context, the BRC has been funded as a unique collaboration of leading social sciences and humanities scholars across Canada. The Consortium brings together expertise in anthropology, bioethics, communications, history, international relations, law, political science, public administration, sociology and other disciplines, with public health, clinical medicine, and nursing.

Led by Professor Kelley Lee (Simon Fraser University) and Professor Ève Dubé (Laval University), the project brings together wide-ranging expertise and perspectives to better understand and support public trust and equitable access to new vaccines and immune-based innovations that strengthen Canada's readiness for future health emergencies.

DUTIES AND RESPONSIBILITIES

Understand training needs and developing content by:

- Assessing training and education needs across BRC members and hub collaborators
- Developing engaging content
- Applying co-design principles
- Synthesizing existing training tools, modules, etc. to inform content and delivery
- Planning the pilot and adaptation of the training programs, workshops and modules
- Fact-checking content
- Participating in continuous learning opportunities with colleagues, partners and networks to advance knowledge and competency of effective training practices

Coordinate the execution of training activities and tools by:

- Developing and maintaining project timelines to keep projects on time and to ensure the smooth and successful execution of the training program
- Identifying and inviting relevant and dynamic presenters
- Creating and monitoring registration systems and communications with participants to support their active engagement
- Creating an online program space (e.g. Canvas course) and collecting, collating, and organizing course resources and engagement activities that are user-friendly and accessible to support participants' success
- Developing promotional materials
- Leading the setup and other coordination activities at online or in-person training sessions
- Facilitating or delivering training
- Contributing to the development of tools and resources as needed such as editing videos, writing blog posts, and drafting guidance documents

Evaluate and adapt training and tools by:

- Evaluating training (developing data collection plans and tools, data analysis, drafting the report, and presenting the results of the evaluation)
- Collaborating with partners to adapt programming when needed and based on feedback
- Working with the KMB Lead to review, refine, and develop training

QUALIFICATIONS

- Master's degree in Education, Social Sciences, Life/Biological Sciences, Health Sciences or a related field and two years of related experience in teaching, community engagement, science communication, and knowledge mobilization or an equivalent combination of education, training and experience
- Working knowledge of adult education strategies
- Working knowledge of knowledge mobilization practice and science
- Familiarity with co-design principles

- Familiarity with the theory and practice of training, mentorship and tool design
- Knowledge of program evaluation, including data collection, analysis, report writing
- Excellent organizational skills and attention to detail
- Excellent interpersonal and communication (verbal and written) skills, with particular emphasis on plain-language communication
- Excellent interpersonal skills
- Advanced skills in using Zoom, Canvas (or other on-line teaching tools) and other convening platforms (eg, Remo)
- Ability to use database, word processing, spreadsheet, graphic design and web publishing applications
- Intermediate skills using Canvas, editing videos, e-newsletter tools, SurveyMonkey
- Ability to work with a diverse group of learners
- Ability to work cooperatively and effectively with others
- Ability to work independently, establish priorities, meet deadlines, and work on a number of different initiatives concurrently
- Familiarity with sourcing academic literature
- Working knowledge of research concepts, principles, protocols, procedures and terminology
- Has received or is willing to receive EDI and Indigenous cultural safety and competency training

HOW TO APPLY

Interested candidates should submit an application by e-mail to: rackeb_tesfaye@sfu.ca by 5 pm on **1 February 2025**. Please include "Training Specialist — [Your Name]" in the subject line.

Your application should include the following:

- **Cover letter:**
 - explain why you are suited for this position
 - describe your relevant disciplinary and subject matter expertise
 - explain your relevant experience and skills that would advance the project goals
 - provide names and contact information for two references (to be contacted by BRC for short-listed candidates only)
 - propose a tentative date for when you could begin the role
- **Curriculum vitae**

EMPLOYMENT EQUITY

Simon Fraser University is committed to employment equity and encourages applications from all qualified persons, including visible minorities, Indigenous people, persons with disabilities, and LGBTQ-identified persons. Located on unceded Coast Salish Territory — the traditional territories of the səilwətał (Tsleil-Waututh), kwikwəłəm (Kwkwetlem), Sḱwxwú7mesh Úxwumixw (Squamish) and xʷməθkʷəy̓əm (Musqueam) Nations, SFU is actively building an increasingly diverse and inclusive community.