



RADIUS

A Social
Innovation Hub

RADIUS SFU
SFU Beedie School of Business
200 – 308 West Hastings St
Vancouver, BC V6B 0P7

www.radiussfu.com

Lab Manager, Health Promotion

- Pay Scale: \$75,000 – 80,000 per annum
- Contract dates: September 2019 – March 2020
- Location: Vancouver, BC (Radius Office, 308 W. Hastings St)

Position Summary

The Lab Manager is responsible for determining the scope and management of RADIUS' Health Promotion Lab and delivering the lab's mandate to develop and incubate new solutions that tackle the risk factors and patterns of inequity driving lifestyle-based chronic diseases. The Lab Manager ensures the successful delivery of ideation and incubation programs within the lab and supports the broader systemic projects and initiatives that arise as a result. The successful candidate will be proactive in understanding and applying a justice, equity, diversity, and inclusion (JEDI) framework to all aspects of their scope of work.

Duties and Responsibilities

1. Determines the scope and defines the problem space to be tackled by the Lab and specific program cohorts within it by:
 - Collaborating and working closely with the RADIUS team and strategic partners in the Health Promotion Lab.
2. Maintains appropriate communication and relationships with Lab stakeholders and partners by:
 - Identifying and engaging key internal and external stakeholders to ensure momentum and buy-in to the Health Promotion Lab.
 - Developing and maintaining relationships with service delivery partners, program mentors and advisors.
3. Ensures the delivery of high-quality early stage ideation and venture incubation outcomes with support from the Health Promotion Lab team and strategic partners, by:
 - Designing new Health Promotion Lab ideation-stage program for passionate community innovators and entrepreneurs to develop solutions that tackle the risk factors and patterns of inequity driving lifestyle-based chronic diseases with an intersectional and equitable lens.

- Recruiting cohorts to participate in new Health Promotion Lab ideation-stage program; proactively reducing barriers for and engaging with diverse communities.
 - Supporting RADIUS Incubation Programs manager to design and deliver effective entrepreneurial education programming in service of the Health Promotion Lab program goals, including support with recruitment and selection of cohort participants.
 - Designing and implementing program evaluation plan, with an aim to refining program structure, tracking participant outcomes during and after the cohort engagement, and advancing RADIUS' mission and goals.
 - Hiring and managing ideation program facilitators, graduate student interns or other contract support roles as required.
4. Designs and implements a developmental evaluation plan to identify broader systemic projects post cohort, in collaboration with the Health Promotion Lab team.
 5. Designs and implements knowledge mobilization strategy and oversees the production of knowledge products in collaboration with the Health Promotion Lab team.

Leads the development of new strategic projects and initiatives, which build on the learning and momentum from cohort-based programs of the lab, in support of program goals.

Manages program budget and resource allocation.

6. Supports fundraising and donor reporting obligations in collaboration with the RADIUS and SFU Beedie Advancement Teams.
7. Contributes to organization-wide priority-setting, coordination, and management:
 - Participates in RADIUS' annual planning processes, KPI and goal setting, metrics collection and other evaluation and reporting, managing the various program and project budgets and needs within the broader organizational context.
 - Initiates and supports process, protocols, and policy refinement.
 - Attends and contributes to various meetings, including regular team meetings, the RADIUS facilitators Community of Practice (where relevant), RADIUS Braintrusts, bi-annual retreat, Justice, Equity, Diversity, and Inclusion (JEDI) meetings and workshops, and others.

Impact of Decision Making

Makes decisions regarding:

- Defining objectives, outcomes, and resource allocation within the Health Promotion Lab
- New strategic partnerships in the health equity and chronic disease prevention realm
- Selection of service delivery partners; mentors and advisors; and cohort participants
- Design of knowledge mobilization products and dissemination strategy
- General content for departmental communications
- Execution of other Health Promotion Lab strategies within approved budgets

Qualifications

Master's degree in Health Sciences, Business, Planning, Communications, Public Policy or related discipline and three years' experience in a management capacity, or an equivalent combination of education and experience.

- Active and intersectional understanding of justice, equity, diversity, and inclusion (JEDI) and its systemic impacts on social innovation. This includes a commitment to anti-discrimination towards race, gender, ability, sexuality, religion, and class;
- Demonstrated skills in implementing and advancing a JEDI framework to operations/HR, program development, recruitment, and delivery;
- Excellent facilitation, curriculum development and process design skills;
- Ability to establish and maintain strong networks within communities impacted by health inequities;
- Ability to establish and maintain strong networks within the health promotion sector;
- A strong understanding of the risk factors and patterns of inequity driving lifestyle-based chronic diseases, including a critical analysis of how poverty, racism and colonization contribute to health inequities;
- Good knowledge of social innovation and social entrepreneurship theory and practice;
- Ability to deploy strong consulting and customer service skills to listen to the needs of others and frame opportunities around them, synthesize findings, design and implement new systems-focused projects and interventions;
- Excellent project management skills and the ability to manage time, engage teams, and allocate resources;
- Familiarity and proficiency with project management frameworks and tools;
- Ability to manage relationships with core team, program participants, and broader stakeholders;
- Ability to work in independent, highly dynamic situations with multiple stakeholders and deadlines;
- Strong verbal and written communication skills and the ability to create reports and blogs independently;
- Excellent organizational skills and attention to detail.

How to Apply

Apply by sending your CV and cover letter as one file to hr@radiussfu.com by Sunday, August 18, 2019, at 11:59pm. Please note that we will be contacting shortlisted candidates only.

RADIUS SFU is committed to creating a just, equitable, diverse, and inclusive workplace for all. We believe that social innovation is demonstrated through rich and deeply rooted experiences and collaborations with diverse communities. We strongly encourage racialized, Indigenous, and LGBTQAI2+ people to apply for the role.

About RADIUS

RADIUS is a social innovation hub based at the Beedie School of Business at Simon Fraser University. RADIUS envisions a transformed economy that is dynamic, just, sustainable, and resilient. In order to get there, we collaboratively build the capacity, networks and solutions needed to respond to complex social and economic challenges. As part of this mission, RADIUS delivers cohort-based programs to entrepreneurs and innovators at various phases of exploration, launch, and growth.

RADIUS SFU respectfully acknowledges that SFU is on the unceded ancestral and traditional territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), Səlíl̓wətaʔ (Tsleil-Waututh), q̓íçəy̓ (Katzie), and kwikwəʔəm (Kwkwetlem) Nations.