



The Maritime Provinces Higher Education Commission (MPHEC) is an arm's length organization accountable to the ministers responsible for postsecondary education in the Maritimes. The Commission comprises 20 members representing universities, the public-at-large (including students), and the three Maritime governments. The Commission's primary orientation in carrying out its duties is to give first consideration to improving and maintaining the best possible service to students as lifelong learners. The Commission, located in Fredericton, New Brunswick, is currently seeking an individual to fill the following position:

**BILINGUAL DIRECTOR OF RESEARCH AND DATA ANALYSIS
(DATA & INFORMATION)
(\$64,350 - \$85,644
(full-time, permanent)**

The Director of Research and Data Analysis is a senior management position, reporting to the CEO. The Director leads and oversees the MPHEC's data collection activities and Research Program and is responsible for the development of robust, valuable, credible research and analysis on the Maritime university and postsecondary sector via collaboration with key stakeholders. The Director is critical to ensuring the strong reputation of the Commission, as the go-to organization for value-added statistics and research supporting decision-makers in the region, and as a national leader in the sector.

The main responsibilities of the position are to:

- Lead/manage a small team of professional staff
- Prepare and execute the MPHEC Research Program (with input from stakeholders, the Commission board and its committees)
- Oversee data collection activities including student administrative data from Maritime universities and colleges; the graduate outcomes survey program, tuition fees and other data as needed
- Maintain and grow (as appropriate) the data warehouse
- Network, build and maintain relationships with key government and university representatives as well as other external partners to ensure support for, and collaboration in the execution of, the Commission's research program and related activities
- Engage stakeholders in MPHEC research and dialogue on key issues in Maritime PSE sector
- Conduct in-depth analyses and research with a Maritime focus
- Communicate complex findings and important messages to stakeholders and the public in a clear, accessible format

The ideal candidate has a strong strategic vision and a spirit of entrepreneurship to allow him/her to recognize and capitalize on opportunities for projects that benefit many partners and add value to the Commission's suite of products. He/she demonstrates the ability to build and maintain a strong network of colleagues and partners.

Minimum Qualifications:

Candidates must have:

- Research-based graduate degree in the Social Sciences or other field such as Life Sciences with significant coursework or experience (e.g. through a thesis or published research articles) in statistical analysis, data manipulation and research methods. Master's with thesis is required, a PhD is preferred.
- A strong understanding of research design, research methods and the development of data collection tools, including questionnaires
- A strong understanding of statistical analysis, including chi-square, ANOVA, regression, and knowledge of statistical software packages, especially SPSS
- At least seven years of relevant work experience
- At least five years of experience managing the work of others
- Written and spoken competence in English and French
- Strong communication and interpersonal skills
- Strong project management skills

Asset Qualifications:

Preference may be given to candidates with a strong understanding of the post-secondary learning environment

An equivalent combination of education, training and experience may be considered. Candidates must demonstrate in their cover letter how they have acquired the skills and qualifications for this position and their resume should be in chronological order specifying education and employment in months and years.

The Commission offers an excellent benefits package and a stimulating work environment. Salary is commensurate with experience.

Applications must be submitted quoting Competition No. DRA-19-01 to: Maritime Provinces Higher Education Commission, 401-82 Westmorland Street, P.O. Box 6000, Fredericton, NB E3B 5H1, or by email at mphec@mphec.ca, **by February 15, 2019**.

We thank those who apply, however, only those selected for further consideration will be contacted. This opportunity may be used to fill future vacancies at the same level.