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## Advocacy Manager

Regular Full Time  
British Columbia

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### WHY JOIN THE CANADIAN CANCER SOCIETY (CCS)?

We are the only national charity that supports Canadians with all cancers in communities across the country—no other organization does what we do. As the voice for Canadians who care about cancer, we fund groundbreaking research, provide trusted information about cancer, offer a support system to help people with cancer and their families cope, and shape health policies to prevent cancer and support those living with the disease.

With the help of hundreds of thousands of people that the Canadian Cancer Society (CCS) brings together, we are a force-for-life in the face of cancer. Join us and you can work with passionate and committed individuals from coast to coast who are working to improve the cancer experience by helping people live longer and enhancing their quality of life.

To learn more about us, visit [cancer.ca](http://cancer.ca).

### JOB OVERVIEW

The Advocacy Manager will be responsible for implementing key advocacy initiatives related to cancer prevention and support for those living with cancer in British Columbia. The candidate will work in close collaboration with team members across Canada and contribute to both provincial and federal level work. An ideal candidate for this role will have working knowledge of government systems, experience in working in not for profit or a government/political role, and a passion for the mission of the Canadian Cancer Society.

### WHAT YOU'LL BE DOING:

- Advocate for public policies and government action that will help CCS achieve its strategic objectives and advance its mission.
  - Build relationships and represent CCS with key provincial contacts, including MLA's, MP's, political staff, political parties, the public service, and other provincial stakeholders.
  - Draft and edit election platforms, pre-budget submissions, board updates and correspondence to party leaders, cabinet ministers, parliamentary committees, and public servants.
  - Provide strategic advice to the Director, Advocacy, and to other senior staff on various public issues.
  - Monitor and analyse provincial and federal advocacy landscape and identify risks/opportunities.
  - Support the Director, Advocacy in the development of Advocacy objectives and strategies, and lead the development and implementation of departmental work plans
- Lead project management for advocacy initiatives
  - Support communications by collaborating with the Communications team to leverage traditional and social media, develop key messages, news releases, backgrounders, web and social media content, and contributes advocacy content for marketing and fundraising purposes.
  - Collaborate with Volunteer Engagement team to leverage support and mobilization of CCS volunteers and Board Members to advance advocacy initiatives.
  - Work with individuals, groups in key organizations in the health community to move forward strategic advocacy priorities.
  - Plan and execute events to support advocacy priorities, including lobby days, report releases, and public engagement campaigns.
  - Work in collaboration with internal fundraising teams to support advocacy integration in events such as Relay For Life and CIBC Run For the Cure.
- Support internal planning and dependencies
  - Consult, support and collaborate with advocacy colleagues to achieve nationwide objectives and share expertise and resources.
  - Support the development and implementation of the annual national advocacy plan.
  - Ongoing reporting on key advocacy outreach activities and key performance indicators.

### WHAT WE ARE LOOKING FOR:

- Master's Degree in a related field (political science, public affairs, health policy, communications or journalism) or equivalent combination of experience
- Minimum 5-7 years of extensive job-related experience
- Excellent interpersonal skills, with a demonstrated ability to build strong relationships
- Strong verbal and written communication skills in English. Bilingualism an asset
- Project management experience.
- Ability to respond to emerging opportunities and challenges in real-time while balancing competing priorities under time constraints.
- Ability to exercise independent judgement and initiative where required.
- Leadership and people management experience, with a demonstrated ability to build collaborative, productive teams
- Significant strategic-planning experience
- Skilled writer and communicator. Ability to write clearly and succinctly in a variety of communication settings and styles
- Proficient in Microsoft Office (Word, Excel, Powerpoint, Outlook etc.)
- Strong skills and confidence with public speaking at various forums including the media
- Ability to respond to emerging opportunities and challenges in real-time while balancing competing priorities under significant time constraints
- Strong communication and interpersonal skills
- Excellent attention to detail and analytical skills
- Ability to maintain the confidentiality of sensitive information
- Experience working in a team-oriented environment
- Flexibility to occasionally work outside of regular office hours, including occasional day and overnight travel

### WHAT YOU CAN EXPECT FROM US:

CCS offers meaningful opportunities to help make a difference in the lives of Canadians with cancer and their families. We are committed to fostering a culture that is inspiring, supportive and exemplifies our core values:

### CARING COURAGE INTEGRITY PROGRESSIVE.

In return for your skills and dedication, we offer an attractive compensation package that encompasses a competitive salary, excellent benefits and the opportunity to have a rewarding employment experience where your contributions can make a true difference every day.

### HOW TO APPLY:

Qualified candidates are invited to submit their **resume, cover letter** and **salary expectations** by **February 26, 2021**.

For internal candidates, this position is assigned to salary band 6.

*CCS is committed to employment equity and encourages applications from all qualified candidates. CCS will make available reasonable accommodations for people with disabilities upon request.*

*We thank all candidates for their interest and advise that only those selected for an interview will be contacted.*

*Please note that in keeping with the mandate of CCS to model and promote healthy lifestyles, employees are not permitted to smoke in or about CCS premises or while carrying out CCS business.*

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