



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

L9 P23 R4074 HWY 596 - Box 109

Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/06/30

Innovation Program Lead

Job ID	382606-1-9245	
Web Address	https://careers.indigenous.link/viewjob?jobname=382606-1-9245	
Company	Toronto Metropolitan University	
Location	Toronto, ON	
Date Posted	From: 2024-06-28	To: 2050-01-01
Job	Type: Part-time	Category: Education

Description

About Toronto Metropolitan

At the intersection of mind and action, Toronto Metropolitan University (TMU) is on a transformative path to become Canada's leading comprehensive innovation university. Integral to this path is the placement of equity, diversity and inclusion as fundamental to our institutional culture. Our current academic plan outlines each as core values and we work to embed them in all that we do. TMU welcomes those who have demonstrated a commitment to upholding the values of equity, diversity, and inclusion and will assist us in realizing the benefits of embedding these values into the work at every level and in every unit of the university. In addition, to correct the conditions of disadvantage in employment in Canada and to bring lived experiences to the work, we encourage applications from members of equity deserving groups that have been historically disadvantaged and marginalized, including First Nations, Metis and Inuit Peoples in Canada, First Nations Peoples in the United States, racialized people, Black people, persons with disabilities, women, and 2SLGBTQ+ people. Preference will be given to candidates with lived experiences as people from equity deserving groups, as well as experience working with these communities with which the University works every day. Please note that all qualified candidates are encouraged to apply and we welcome newcomers and immigrants to Canada. In April 2022, the university announced its new name of Toronto Metropolitan University. Learn more about our next chapter. The team

Rogers Cybersecure Catalyst (Catalyst) empowers individuals and organizations to seize the opportunities and tackle the challenges of cybersecurity. Together with our partners and collaborators, we work to realize a vision of healthy democracies and thriving societies, powered by safe and secure digital technologies.

Through our groundbreaking training and certification programs; unique commercial acceleration programs for cybersecurity start-ups and scale-ups; first-of-its-kind cyber range; wide-ranging public education programs; and influential policy interventions, the Catalyst helps drive Canada's global competitiveness in cybersecurity.

The Catalyst is a not-for-profit corporation owned and operated by Toronto Metropolitan University and based in Brampton, ON. Hybrid work schedule with expectations of weekly days in the Brampton offices.

The Opportunity

The Catalyst is looking for an Innovation Program Lead to coordinate the development, implementation, and delivery of a variety of Catalyst Cyber innovation and accelerator programming, ensuring that participating companies, organizations and other stakeholders are operating within the program's framework and in accordance with the committed program outline. In this role, you will oversee the development and delivery of high quality and relevant resources and tools to facilitate successful innovation programs. You will be monitoring, measuring and analyzing progress and success of clear metrics and KPI's to help achieve expected results and drive ongoing strategic decisions, while also evaluating and ensuring the effectiveness of programming to achieve desired results and expected metric outcomes for participating entrepreneurs and other external stakeholders.

Responsibilities will also include but are not limited to: Oversees the lifecycle of innovation programs:

- Plans, implements and monitors the complete lifecycle of priority innovation programs. Works with the innovation team

to develop strategies to attract high-quality participants to the program. Conducts information sessions and Entrepreneurship Clinics to promote the program and application process to interested entrepreneurs.

- Builds and implements procedures surrounding the admission and onboarding of new companies. Participates in the assessment of applicants to ensure fit with the program's overall vision, goals and objectives. Prepares and delivers presentations for new company orientations. Provides insight, recommendations, and direction through the selection and onboarding process.

Conceptualizes and implements innovative programming for start up groups:

- Identifies and validates current, emerging needs of cybersecurity scale-ups, and assesses alignment with the program's overall goal and objectives, ensuring consistency with the Catalyst's mission, vision and values. Conducts relevant industry research to identify trends and needs for the innovation program and other programs. This includes conducting environmental scans and needs assessment of current and emerging markets and areas of opportunities to be leveraged by emerging technologies.

- Conducts extensive reviews on current and future state of industry and venture and its effect on business operations, product roadmap, sales process, marketing, sales and pipeline development, resource management and founding team assessment and growth. Provides recommended areas for improvement of processes and desired outcomes for respective business functions to the mentors to support and build out program curriculum.

Provides ongoing support to the participating scale up organization:

- Works with the scale up companies to develop a high-level objective plan that maps their core organizational needs and outcomes to the program and resources. Conducts regular meetings with the entrepreneurs to understand their needs or challenges and provides advice and recommends interventions or resources to address their respective needs.

- Plans and initiates activities to foster team building and collaboration amongst scale ups and to facilitate peer-to-peer learning. Creates, and oversees social and networking opportunities as an integral part of programming.

Leads administrative processes for Innovation programs:

- Provides financial administrative assistance to the innovation team, including assisting with budgeting, maintaining up-to-date records of all financial transactions; monitoring internal budget transfers and statements; initiating and preparing requisitions and service agreements, expense claims and payment of invoices with the Director's approval.

- Supports the writing of reports and proposals including for grants and funding opportunities. Supports the design and development of documentation for programs such as recruitment orientation, surveys and marketing materials.

Conducts research and presents findings to program leadership for decision making. Processes and maintains effective recordkeeping of membership agreements and progress reports.

Community building and event coordination:

- Identifies events that will drive visibility for innovation programs and their stakeholders across the larger ecosystem. Participates in industry events and makes presentations to promote Catalyst innovation programs in the larger ecosystem.

- Liaises with stakeholders internally, externally and throughout the university to facilitate awareness and support for the Catalyst innovation programs. Works closely with communications staff to drive content for the website and social channels to ensure effective communication and promotion of innovation program activities. Creates a calendar of events and promotional materials for events initiated, participated or sponsored by Catalyst innovation programs.

Qualifications

To help us learn more about you, please provide a cover letter and resume describing how you meet the following required qualifications:

- Completion of a post-secondary degree in business management, entrepreneurship or a related technical discipline.

- A minimum of 4 years of experience implementing and monitoring program delivery, providing client support and guidance and program and resource development.

- Experience overseeing marketing and communication initiatives, developing and building relationships with community members as well as involvement in funding activities.

- Good understanding of the startup ecosystem, culture, and terminology.

- Demonstrated effectiveness in conceptualizing, planning and implementing innovative programming.

- Demonstrated ability to work with and build relationships with multi-sectoral stakeholders.

- Problem solving, decision making, negotiation and consensus building skills;

- Strong analytical and problem-solving skills.

- Strong flexibility and time management skills to allow efficient management of Programs.

- Exceptional communication skills to facilitate participant assessment and liaise with key stakeholders to promote the program.
- Strong interpersonal and client service skills to effectively deal with various stakeholders.
- Ability to effectively write curricular materials, reports and proposals.
- Research skills to conduct environmental scans and needs assessments, identify trends and modify program directions as indicated.
- Demonstrated effectiveness in community/organizational development and capacity building initiatives.
- Knowledge of current economic development issues, and in-depth understanding of emerging markets and areas of opportunity to be leveraged by emerging technologies.
- Ability to perform quality work with accuracy, meeting all requirements and deadlines.
- Organized and well versed in Project Management procedures for documentation and planning.
- Creativity, imagination, innovation and teaching facilitation.

Additional Information

Position Number(s) 20004895
 Reports To Senior Manager, Accelerator
 Department Rogers Cybersecure Catalyst
 Vacancy Type Term - Until August 2025
 Employee Group MAC
 Work Location Hybrid - 2 days a week onsite in Brampton
 Start Date ASAP
 End Date August 2025
 Hours of Work 36.25
 Grade C42
 Salary Scale \$68,719 - \$109,773
 Hiring Salary Range -
 TA Specialist -
 Posting Date June 27, 2024
 Application Close Date July 11, 2024

- An equivalent combination of education and experience may be considered.
- As part of the selection process, candidates may be required to complete an occupational assessment. Applications will only be accepted online through Toronto Metropolitan University's career site.
- Toronto Metropolitan University is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA), and aims to ensure that independence, dignity, integration and equality of opportunity are embedded in all aspects of the university culture.
- We will provide an accessible experience for applicants, students, employees, and members of the Toronto Metropolitan University community. We are committed to providing an inclusive and barrier-free work environment, beginning with the recruitment process. If you have restrictions that need to be accommodated to fully participate in any phase of the recruitment process, please submit your request through the AskHR webform. All information received in relation to accommodation will be kept confidential.

For more information, visit Toronto Metropolitan University for Innovation Program Lead