



Evaluation Lead

Overview of Role

- Coordinate MOVE Implementation Team, and assist in the planning and delivery of the program
- Lead data collection (audits, decision support, and surveys)
- Manage timelines and target deadlines for deliverables and milestones
- Recruit patients, families, and staff for exit surveys (if applicable)
- General administrative duties (e.g., emailing, filing, faxing, mailings, courier services, photocopying, etc.)

Suggested Commitment

- This is a 0.2 FTE role, meaning the Evaluation Lead should plan to devote the equivalent of one day a week to MOVE
- Ideally, this role should be a sustainable in-kind contribution from the hospital

Suggested Credentials

- Masters degree in health profession, epidemiology or health sciences; or undergraduate degree and 5 years of relevant experience
- Previous experience collecting data
- Aptitude for accuracy, detail and problem-solving
- Experience in project coordination
- Demonstrated ability to work both independently and as part of a team
- Excellent communication skills, both written and verbal