

<b>Job Title</b>	Evaluation & Impact Specialist – Provincial Employment Strategy for Youth with Disabilities
<b>Position Type</b>	Full time
<b>Location</b>	Victoria (Hybrid)
<b>Hours</b>	35 per week
<b>Start Date</b>	April 14, 2025
<b>End Date</b>	March 31, 2026
<b>Salary</b>	\$66,000 - \$70,000 per contract year
<b>Reports to</b>	Program Manager
<b>Closing Date</b>	Mar 23, 2025, 11:59 PM PST*  *Applications will be reviewed on a rolling basis so please apply early
<b>Application Instructions</b>	See How to Apply section below  Please note: Applications that don't include a resume, cover letter will not be considered for an interview.

## Who are we?

Welcome to CanAssist, where innovation meets impact!

Since 2008, we have been transforming the lives of individuals with cognitive and physical barriers. Our technologies and programs have earned recognition for their positive impact on thousands facing challenging conditions. At CanAssist, our diverse multidisciplinary expertise includes product design, development, policy, applied research, supported employment, and partnership development.

Beyond our expertise, we are a passionate community committed to creating a world where everyone can thrive and contribute.

## **What sets us apart?**

**Innovative Solutions:** CanAssist, a university-based organization, pioneers technologies, programs, and services to enhance the quality of life for individuals with a broad range of physical and cognitive challenges across the age spectrum. Our programs and services address unmet needs, promoting independence, inclusion, and well-being.

**Collaborative Spirit:** We are a respected team that collaborates with UVic researchers, students, and external partners, fostering a diverse and inclusive work environment.

## **Our vision**

At CanAssist, we envision a society where everyone has equal opportunities to participate, contribute, and achieve their full potential.

Learn more about what drives us: [www.canassist.ca](http://www.canassist.ca).

## **Join our team as an Evaluation & Impact Specialist!**

The Evaluation & Impact Specialist will drive, in collaboration with the Program Manager, the assessment, analysis, and continuous improvement of the Provincial Employment Strategy for Youth with Disabilities (ESYD) and its associated tools. This role will focus on gathering user feedback, evaluating the effectiveness of the self-serve virtual tool and supporting resources, providing evidence-based recommendations for improvement and execute improvements if resources allow.

The candidate will ensure that all tools developed for youth, service providers, educators, and employers are measurable, impactful, and aligned with best practices in accessibility and employment support.

## Your responsibilities

### Evaluation & Data Collection

- Develop and implement evaluation frameworks to assess the effectiveness of the self-serve tool and related resources.
- Design and conduct user feedback mechanisms such as surveys, focus groups, and usability studies.
- Collect and analyze qualitative and quantitative data from youth users, service providers, educators, and employers.

### Impact Analysis & Continuous Improvement

- Identify trends, challenges, and areas for improvement in youth employment support tools.
- Work closely with subject matter experts to enhance accessibility, usability, and overall effectiveness of resources.
- Provide strategic recommendations to refine tools and optimize engagement.
- Implement recommendations based on available resources.

### Reporting & Knowledge Sharing

#### In collaboration with the Program Manager:

- Compile findings into clear, data-driven reports for internal stakeholders and the Ministry.
- Prepare the interim report (November 30, 2025) and final project report (March 31, 2026), demonstrating the impact and sustainability of the tools.
- Articulate how the self-serve tool differentiates from similar platforms and how the ESYD tools and resources can be integrated with other systems.

## Required qualifications and experience

- Evaluation & Research Expertise: Minimum 2 years of experience in program evaluation, research, or impact assessment, ideally within employment, education, or accessibility initiatives.
- Data Collection & Analysis: Proficiency in survey design, qualitative research methods, and performance measurement frameworks.
- User Engagement & Feedback Mechanisms: Experience conducting usability testing and partner consultations.
- Education: Master's degree in Evaluation, Social Sciences, Data Analytics, Education, or a related field. Bachelor's degree accepted demonstrating strong data analysis.

## Preferred qualifications (in addition to the above)

- Experience working on accessibility and employment-related projects with a focus on measuring outcomes and impact.
- Strong understanding of digital learning platforms and employment support resources.
- Ability to translate complex data into practical insights and actionable recommendations.

## Required soft skills

- Communicating complex ideas, both verbally and written, to a variety of audiences
- Ability to build rapport with youth with disabilities
- Time management and organization skills
- Team collaboration
- Adaptability and flexibility
- Creative thinking and problem solving

## Perks

As part of our team, you'll not only find fulfilling work but also enjoy a range of perks designed to enhance your overall well-being. Our commitment to your success goes beyond the workplace. We offer the following perks:

- Hybrid work environment (currently min of 2 days in office)
- Casual work environment
- Paid vacation, in addition to time off coinciding with the UVic winter break
- Extended benefits after three months
- Ongoing coaching from direct supervisor

At CanAssist, we prioritize work-life balance and create a positive atmosphere where your contributions are valued and rewarded. Join us, and let's build a future together where both professional and personal growth are at the forefront of your CanAssist experience.

## Diversity, equity and inclusion

At CanAssist, we are committed to fostering a barrier-free workplace, ensuring fair, equitable, and respectful treatment through the provision of necessary accommodations. This commitment aligns with the BC Human Rights Code to provide reasonable adjustments to participate in job application, interview process and to perform essential job functions once onboarded barring undue hardship for CanAssist.

Embracing the principles of equity, diversity, and inclusion, CanAssist operates as an entity of UVic, adhering to the University's Equity and Diversity Statement. Our unwavering commitment to these values drives us to actively seek team members who collaborate respectfully, embracing differences across various power levels. We encourage applications from individuals facing barriers to equity, reflecting our dedication to creating an inclusive environment. Explore UVic's comprehensive equity statement at [UVic Equity Statement](#).

## How to apply

We value every applicant and embrace growth and teamwork. We appreciate potential and consider a mix of education and experience. If you believe you have the skills needed, even if you don't meet every qualification, share your perspective in your application. Let's connect to find a place for you, whether it's now or in the future.

It's important that interested candidates apply using the following steps:

1. Create a resume and cover letter
2. Save the file as one PDF document with the following naming convention:  
"LastName\_FirstName\_Position.pdf"
3. Email the PDF document to [canassistadmin@uvic.ca](mailto:canassistadmin@uvic.ca) with ESYD Evaluation & Impact Specialist in the SUBJECT line.

Once we receive your application, our team will carefully review it. If selected, you'll be invited to participate in a series of interviews. Additionally, top candidates may be asked to do a skills test.

We are excited to get to know you and, in the meantime, get to know us:

[About Us](https://www.canassist.ca/EN/main/about-us.html) [<https://www.canassist.ca/EN/main/about-us.html>]

[Facebook](https://www.facebook.com/CanAssist/) [<https://www.facebook.com/CanAssist/>]

[Instagram](https://www.instagram.com/canassistuvic/) [<https://www.instagram.com/canassistuvic/>]

We thank you for your interest, but we will only contact candidates selected for interviews.

If you have any questions or require accommodation during the application process, please contact [canassistadmin@uvic.ca](mailto:canassistadmin@uvic.ca).