



Where ideas work

**Ministry of Education and Child Care
Victoria**

**Policy Analyst (Dual Credit Partnership Liaison)
\$66,557.72 - \$75,884.38 annually**

The Education Programs Division is responsible for providing leadership for the design, development and implementation of key education standards including provincial curriculum, assessments, and related programs.

The Policy Analyst (Dual Credit Partnership Liaison) independently manages assigned policy development projects focused on the review and revision of existing ministry programs or legislation associated with dual credit and its strategic uses, including helping to address the need for more early childhood educators. The responsibilities of this position support the development of policy, regulations and legislation, including research and analysis, stakeholder consultation, managing project components and developing reports and presentations.

Qualifications for this role include:

- Degree in business administration, public administration, or equivalent.
- A minimum of 1 year of *recent and related experience working in either the early care and learning sector or in support of student transitions from high school to post-secondary study.
- Experience researching policy issues and conducting policy analysis.
- Experience in concisely and persuasively writing a range of documents/content.
- Experience managing projects and/or project components.

*Recent, related experience should include one or more of the following:

- Direct experience working with young children in an early care and learning environment.
- Direct experience working with students graduating from high school and enrolling in post-secondary study.
- Experience analyzing information and providing advice and recommendations on a broad range of policy, program, and service issues.
- Experience providing policy and issues-management advice and preparing briefing materials.
- Experience establishing effective relationships with internal and external partners and stakeholders.
- Experience working with diverse populations including persons with differing abilities and Indigenous populations.

For more information, a complete list of qualifications, and to apply online by August 18, 2022, please go to: <https://bcpublicservice.hua.hrsmart.com/hr/ats/Posting/view/90211>