

**Job Title**            **Senior Director, Production and Technology**

**Reports to**            Chief Executive Officer

**Location**            **Canadian Science Publishing**  
1840 Woodward Drive, Suite 1  
Ottawa, Ontario K2C 0P7

**Posting Period**    3 Weeks

### **Who is Canadian Science Publishing?**

Canadian Science Publishing (CSP) is Canada's independent, not-for-profit leader in mobilizing science-based knowledge, making it easy to discover, use, and share. Our origins date back to 1929, when the National Research Council of Canada launched the *Canadian Journal of Research*. Today, Canadian Science Publishing has grown to become Canada's largest publisher of international scientific journals. [Learn about our history](#)

We publish 22 journals that cover the spectrum of natural and physical sciences and engineering, including three open access journals that are interdisciplinary and multidisciplinary. [Learn more about our journals](#)

As a mission-driven organization, we are dedicated to meeting the needs of the global research community. The scholarly publishing industry is going through a new and exciting period of transformation as we search for solutions to create a sustainable and equitable open access model. This year is a transitional year for CSP as we devote our attention to developing our next five-year Strategic Plan for 2023–2027.

These next five years will be critical to our success. As we prepare the company for this next chapter, we are looking for a senior technology professional to help us meet the needs of the organization and drive the company forward. We are looking for someone to learn with us and who is empowered by change. We are a small, but mighty, company with just over 50 employees with a work culture strongly centred on collaboration and teamwork.

We offer an attractive compensation and [benefit program](#) and also offer a flexible hybrid working model where you can work in the office or work from home. It is not required for you to reside in the Ottawa area. Health, safety, and wellbeing are top of mind for us in supporting safe office environments. As part of this approach, a vaccination policy has been implemented requiring all eligible employees to be fully vaccinated against COVID-19 to work in the office or travel for company-related events.





Canadian Science Publishing welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We pledge to help build a more equitable, diverse, and inclusive culture in science publishing: a culture where everyone is safe, and everyone can contribute to and benefit from scientific knowledge. We are committed to fostering an inclusive and equitable culture that welcomes everyone, values diversity, and engages in continuous reflection and improvement to fulfill this commitment.

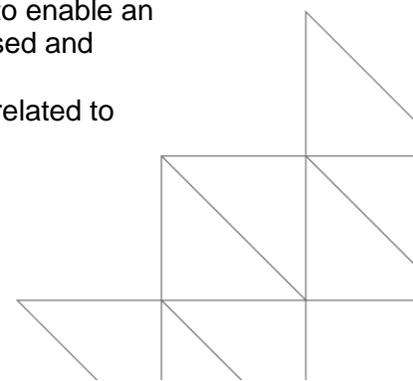
### **What are we looking for?**

Reporting to the CEO, this newly created role is a key member of the senior management team responsible for innovation and growth of the entire company. The Senior Director will enable Canadian Science Publishing (CSP) to achieve ambitious goals for transformation and growth and realize our transition to open access through optimized processes and appropriate publishing technology. The Senior Director should be well informed about the open access and open science debate in research publishing and the issues pertinent to Canada. A deep understanding of research journal publishing technology is essential to the role, as is an innovative problem-solving approach. The Senior Director should have a good understanding of research journals' production processes, platforms, and vendors, and will ensure the timely and on-budget publishing of articles. The Senior Director must also uphold the high ethical standards that are very important to CSP. As a not-for-profit publisher, CSP is not driven by financial goals, but it is important that the Senior Director has good financial awareness to seek cost-effective solutions and financially sustainable processes. A critical part of this new role will be to identify solutions to strengthen CSP business operations and workflows. The Senior Director will lead a team of skilled professionals in platform technology, project management, vendor management, digital publishing developments, XML production, website Management, peer review system management, and have oversight on user experience, discoverability and accessibility, process improvement, and workflows. This is a very exciting opportunity for a creative publishing professional to join a company where they can make a difference in research publishing in Canada and beyond.

### **Duties**

#### **Key Responsibilities**

- Provide leadership and direction of technology strategies necessary to enable an excellent publication process of research journals, and all cloud-based and enterprise functions.
- Identify needs and opportunities for technology tools and solutions related to Content Technology and Enterprise Technology.





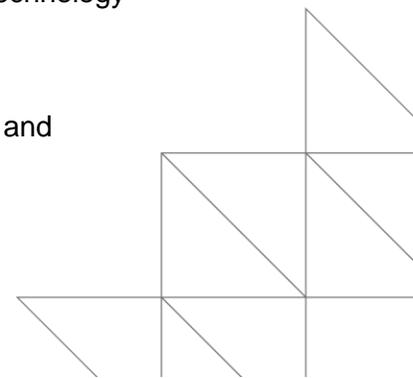
- Develop and implement standardized processes and metrics for CSP's content cycle from concept to market.
- Drive and manage transparency and compliance with defined processes with colleagues, authors, freelancers, and vendors.
- Drive continuous improvement in process strategy.
- Leverage vendor and freelance resources, setting service levels, standards, and compliance.
- Take the lead on the evaluation and selection of new and emerging technologies and decide on new investments as well as their implementation.
- Initiate and participate in RFI, RFP, MSA, SOW, along with vendor negotiation and issue resolution, and business reviews.
- Lead and manage a team (approximately 8-10 people) as well as engage with the technological needs of all divisions of the company.
- Project management services for all technology implementations and other projects undertaken by CSP.
- Lead the identification and implementation of cybersecurity technology, roles, processes, controls, and security architectures to proactively manage data protection and cyber threats.
- Contribute to a company-wide culture of collaboration and an environment that empowers colleagues to achieve individual goals and CSP strategic objectives.
- Set and maintain the budget for production and technology.

#### **Key Accountabilities:**

1. Contribute to strategic planning and decision-making so that the publishing technology strategy is aligned with the long-term vision, mission, and objectives of CSP.
2. Ensure the performance of vendors, (ensuring SLAs are met, technology budget is managed, and developments are prioritized and actioned in line with business needs) are optimized.
3. Efficient production of articles from acceptance to publication.
4. Maintaining high standards of quality, usability, and discoverability of all CSP-published content.
5. Developing and/or implementing new methods, tools, and processes to drive automation and reduce processing costs for articles.
6. The effective operation of enterprise systems and IT support (mainly outsourced).
7. Effective budget management.

#### **Qualifications**

1. BSc/BA in a technology-related discipline; or equivalent extensive technology experience building and managing applications and infrastructure.
2. 7-10 years of management experience at a senior level.
3. Significant project management training and experience.
4. Process-oriented, with experience in process design, development, and implementation.





5. Knowledge of the technology landscape and software/ platform utilities.
6. A track record of working in publishing technology and a deep understanding of the key technological developments in the research publishing industry.
7. Deep knowledge of content management techniques, principles, and strategies
8. An excellent understanding of and experience in Open Access and Open Science publishing.
9. Critical thinker, with proven ability and strong results-orientation to identify and act on opportunities and solve problems.
10. Demonstrated ability to influence and mobilize cross-functional and offsite and virtual teams.
11. Excellent communication skills at all organizational levels.
12. Champion for change, calm and purposeful work style.

**Please send your resume to:**

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**Morgan Healey**

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