

Position Title: Knowledge Exchange Specialist

Reports To: Extension Manger, Silviculture Innovation Program

Status: Full-time (35 hours/week), 2-year with potential for renewal

Location: Smithers, BC [with options for remote work in British Columbia]

Hourly Wage: \$36.00 – \$42.00 per hour, depending on experience

Application Closing Date: May 31st, 2026 or until suitable candidate is found

Position Summary: The Knowledge Exchange Specialist will connect knowledge to practice by leading activities and the co-creation of products for projects funded by the Silviculture Innovation Program (SIP) and the Forest Enhancement Society of BC (FESBC). The Knowledge Exchange Specialist will support activities for SIP grantees and FESBC grantees with support from both SIP and FESBC team members. The Knowledge Exchange Specialist will conduct field work with grantees and work on technical documents to support outputs of funded projects that help address knowledge gaps related to the economics and implementation of innovative or adaptive forestry practices, managing for multiple values, and supporting ecosystem health. The Knowledge Exchange Specialist will have knowledge and experience in forestry in BC and will be a strong communicator (written and oral) with the ability to distill complex information for different audiences. They will work with grantees and the broader program to translate knowledge into digestible formats for different users/platforms and will be responsible for extending information in accessible ways to practitioners.

Candidate Profile:

Qualifications: BSc in forestry, forest ecology, natural resource management, cooperative extension, or a related field with 5+ years of experience coordinating projects on forest management related topics. An MSc in forestry or a related field is considered an asset but is not required for this role.

Communications and Knowledge Exchange Skills:

- Strong teamwork and interpersonal skills, ability to build new relationships
- Demonstrated experience in technical writing, science communication, and/or public outreach, especially in an environmental or resource management context
- Strong storytelling skills
- Experience organizing workshops, communications plans and webinars

Topic-Specific Familiarity and Knowledge:

- Knowledge of British Columbia's forestry sector, such as forestry practices, operations, planning and implementation, multiple values (social, ecological, cultural, and economic), forest management principles, and policy
- Knowledge and experience working with grant funded projects and/or applied research
- Understanding of reconciliation with Indigenous communities, respectful engagement with Traditional Knowledge, and working in ethical space

Responsibilities:

Co-create extension materials and resources which may include:

- Project summaries and updates
- Notes from the field and multimedia communications products (such as story maps)
- Technical and plain language extension notes
- Guidance documents, decision aids, and best practices
- Training and educational materials
- Social media content and storytelling
- Magazine articles (i.e. professional association publications)

Carry out activities that will support extension which may include:

- Hosting regular virtual and in-person meetings with grantees and project team members
- Supporting and attending conferences, workshops, webinars, workshops, and other engagement activities
- Engaging in and supporting fieldwork and field tours
- Facilitating meetings or gatherings
- Hosting invited and/or public presentations about grantee projects

Project Management:

- Demonstrated ability to coordinate complex tasks and deadlines; eager to develop or expand project management skills with structured mentorship
- Strong organizational and communication skills with the capacity to learn logic modelling

Basic Qualifications for Field Visits:

- Valid Class 5 BC driver license
- Ability to work in all types of weather conditions, long days and strenuous environments

Additional Information:

At the BVRC, we value diversity — in backgrounds and in experience. A diverse team enables the Centre to better achieve its objective of supporting research and extension in the public interest. BVRC is an equal opportunity employer and committed to diversity, equity, and inclusion in the workplace and in science. We strongly encourage applications from members of groups that are underrepresented and/or historically excluded from these sectors to apply. Our compensation package includes a flexible work environment, adaptable scheduling, and strong support for work–life balance.

Apply:

To explore this opportunity further, please send a cover letter and resume with title formats as follows:

- Resume: “(Last Name) (First Name) – Resume”
- Email subject: “[Your Name] – Application for Knowledge Exchange Specialist”
- Email to: sip.manager@bvcentre.ca