

JOB TITLE: Director, Government Affairs, Quebec

Department: *Government Relations*

Updated: *July 2025*

Reports to: *Vice-President, Government and Stakeholder Relations*

Location: *Montreal, Quebec*

POSITION PROFILE

The Director, Government Relations, Quebec is a skilled government relations professional with strong business acumen, thoughtful strategic leadership and proven track record in developing government relations strategies and executing plans in support of public policy objectives. This individual works with colleagues to ensure an integrated Government relations, Communications and Stakeholder Relations approach and continuously builds relationships and liaises principally with parliamentarians and officials of the province of Quebec to advocate on issues of importance to the pharmaceutical industry as part of a federal and provincial/territorial government relations team.

The Director will promote policies related to the health of Canadians, effective access to innovations, the harmonization of ethical and legal frameworks for clinical research in the country, between provinces, and the preservation of the duality of public and private drug plans for the benefit of patients, access to quality care and to position Canada as a fertile ground for SME development and the attraction of foreign investment in the life sciences sector.

Not only is this role the spokesperson for IMC and the entire industry on all forums, it requires articulate and convincing speaking skills with undeniable power to influence. This power of influence must be used in particular with local representatives of IMC members. Diplomacy, leadership through influence, strategic thinking, communication skills, collaboration and a sense of inclusion are all essential elements in the candidate's arsenal. Indeed, this role must also rally the various local representatives also well skilled, educated and sophisticated.

RESPONSIBILITIES AND TASKS

- Communicate the strategies adopted by the board of directors.
- Requires articulate and convincing speaking skills with undeniable power to influence.
- Adapt these strategies into coherent discourse in regional forums and in relation to different organizations.
- Develop strategic thinking that ensures IMC strategies can be effectively integrated with the priorities and strategies of various governments and ministries.
- Develop and maintain relationships with parliamentarians and officials responsible for or who influence trade, finance, health, and innovation related files and issues to advocate on behalf of the innovative pharmaceutical industry.
- Organize, prepare and attend meetings with government officials, elected or not and prepare relevant briefing notes and meeting reports for IMC staff and members.
- Establish key objectives, clear notes et and report back well written that can potentially be reported to the Board.



- Monitor government's legislative, regulatory, and administrative agendas and actions with regard to laws, regulations or policies that might affect IMC members businesses and develop appropriate strategies and actions plans when needed.
- Leading the management of appearances and submissions before relevant parliamentary committees
- Manage communications and correspondence with government officials.
- Create quality content of written strategies and advocacy tools supported by the IMC communications teams.
- Share objectives, intel and priorities to make sure key external stakeholders can understand our strategies, identify commonality in those strategies and share an action plan to be supported by the IMC stakeholders' relations team.
- Ensure alignment and execute Quebec Team strategies and action plans, follow-up on tactics and measure through metrics the performance.
- Lead the Quebec Team, by facilitating meetings, preparing agendas, documents, meeting reports and maintaining a dashboard of activities.
- Ensure alignment with and across the Quebec Team members (communications, requests, follow-ups, etc.)
- Ensuring alignment with other IMC colleagues and member-based teams to implement IMC's integrated government, communications, and stakeholder relations strategy.
- Liaising with IMC members and working with other health and professional organizations on government relations activities as they relate to pertinent issues.
- Collaborating with colleagues to monitor activities of Regulatory and Health Technology Assessment bodies that may have specific impacts on the region (i.e. pCPA, CDA) and working proactively with IMC members to prepare industry positions and manage issues; and
- Other duties required with the direction of the Vice President, Government and Stakeholder Relations.

CONTACT

Internal:

- The Vice President, and other IMC employees.

External:

- Industry stakeholders, research consultants, private market stakeholders and IMC member representatives.

QUALIFICATIONS

Education:

- Undergraduate or master's degree in a relevant discipline.

Experience:

- Effective facilitation of a results-oriented team.
- Excellent planning and project management skills.
- Proven ability to manage a team of volunteers.



- Strong understanding of Canada's Private Drug Coverage Market and the pharmaceutical industry.
- High-level of diplomacy, tact, judgement and leadership abilities.
- Excellent verbal and written communication skills as part of working with a team including a keen sense of problem identification and solution development.
- Ideally, be bilingual as the region is one of the most complex one with four governments and two languages.
- At least seven years of practical experience in government relations and public affairs or in Management a business where the skills required can be transferable.
- Experience working with teams in matrix environments where influence without authority is paramount
- Experience with and an understanding of parliamentary processes and procedures in the legislatures, Senate and House of Commons;
- Experience translating public policy into industrial action and converting plain language into public policy speech to remove language barriers;
- Knowledge of the pharmaceutical industry and the Canadian health-care system;
- Expertise in IP and Trade are an asset;
- Experience in working within ambiguous and ever-changing environments;
- Experience managing the process of legislations, parliamentary procedures, and political activities; and,
- Experience growing and maintaining an expansive network with the ability to maximize relations. Knowledge of Canadian healthcare systems and pharmaceutical regulatory bodies and agencies.

Skills:

- Thought leader capable of leading by influence
- Excellent written and verbal and communications skills
- Self-starter with strong planning and organizational skills
- Strategic Thinker
- Great communicator and great orator skills
- Team player with excellent interpersonal and relationship-building skills, who can lead without authority
- Ability to be an effective advocate for the organization with a high degree of flexibility
- High level of diplomacy, tact, judgement, and leadership ability
- Strong issues management skills
- Excellent English and French proficiency is mandatory