



Maude Downey Consulting
Promoting Public and Environmental Health

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OBJECTIVE: Contribute to public and/or environmental health through consulting services.

SUMMARY OF QUALIFICATIONS

Maude Downey RN BA MPH is a public health practitioner with 30 years of experience in clinical and public health, specializing in knowledge transfer and communications. Able to envision the big picture while meticulously attending to detail, she has excellent organizational and technical skills and is resourceful and creative in solving problems.

COMPETENCIES AND PRACTICES

Public Health Sciences; Assessment and Analysis: Incorporates broad awareness of the determinants of health and the effects of illness on individuals and groups. Assesses information and solutions within various contexts (ethical, political, scientific, socio-cultural and economic). Suggests health promotion strategies based on theory and sound evidence.

Policy and Program Planning, Implementation and Evaluation: Promotes accountability and sustainability. Aims to mitigate barriers to uptake; considers contingencies for likely unplanned outcomes. Includes tracking and evaluation measures early in process to foster timely adjustments.

Partnerships, Collaboration and Advocacy: Strong advocate for intersectoral and interdisciplinary collaboration. Skilled in eliciting and synthesizing a broad range of input to create acceptable, feasible and relevant solutions.

Diversity and Inclusiveness: Strong commitment to addressing diversity issues (access to services, bias and discrimination). Sensitive to needs and barriers particular to individuals or groups.

Communication: Maintains a professional and helpful tone in communications with all stakeholders. Actively seeks resolution to issues. Is a bilingual Anglophone; has Government of Canada **exempt status** for French.

- **Knowledge transfer:** Excellent research and synthesis skills. Expert in clear and effective writing; ensures content is relevant, accurate, complete, clear and easy to follow. Writes, edits, designs information using industry and evidence-based standards. Produces printer version as PDF, from Word.
- **Training:** Customizes material and course structure; organizes and delivers training.
- **Computer:** Word (advanced), Excel and Access (intermediate); PowerPoint, CMS.

Leadership: Aligns projects with existing vision and mandate. Develops tools (logic models, databases, forms, etc.) to help plan, standardize, monitor, evaluate and report on projects, and to optimize everyone's input. Manages document projects from conception to production and distribution.

EDUCATION & TRAINING

Masters in Public Health — University of Waterloo (2012). Practicum with Evaluation Services, PHAC.

List of courses (PH=Public Health):

- Biostatistics in PH
- Environmental Approaches to Physical Activity Promotion
- Evaluation of PH Programs
- Health and Risk Communication in PH
- Health Policy in PH
- Management and Administration of PH Services
- PH and the Environment
- Population Intervention
- Principles of Epidemiology for PH
- Social, Cultural and Behavioural Aspects of PH

BA concentration en langues et lettres françaises — University of Ottawa (1992)

Diploma of Nursing — St. Clare's School of Nursing, St. John's, Nfld. (1976)

Conferences/seminars on various topics — evaluation, public health, health literacy, plain language, editing, publishing. (1997–2012)

PROFESSIONAL MEMBERSHIPS

- Canadian Evaluation Society
- Canadian Public Health Association
- College of Nurses of Ontario (Active)
- Editors Association of Canada

KEY CLIENTS

Canadian International Development Agency	Health Canada
Canadian Payments Association	International Council of Nurses
Canadian Public Health Association	Nursing Health Services Research Unit (McMaster)
Centre for Addiction and Mental Health	Nursing Sector Study Corporation
Centre for Behavioural Research and Program Evaluation (now Propel)	Osteoporosis Society of Canada
Conference Board of Canada	Physiotherapy Alliance of Canada
Correctional Service of Canada	Victorian Order of Nurses, Canada
Federation of Canadian Municipalities	World Health Organization — Southeast Asia Regional Office
	World University Service Canada

SAMPLE OF RELEVANT EXPERIENCE

References and representative examples of documents are available on request.

- ▶ **Nursing Project Manager**, Correctional Services Canada (Term, 2008–2010). Had previously created a user-focused structure for methadone guidelines, making them easier to adhere to, and to modify. Hired to adapt other national guidelines, based on this structure; researched new material for some.

Special accomplishments:

- Designed and built a new structure for the Intranet for the Health Care Sector (4 branches) to standardize the look and feel, and increase uptake of national standards in the regions.
 - Initiated and developed parent-child Excel files to manage monthly reporting on a major national program from over 50 institutions, thus eliminating user-introduced errors and increasing efficiency.
 - Initiated and implemented a review of over 150 national forms to eliminate redundancies, track and prioritize revisions, and improve standardization. Created an Excel tool to manage the project.
- ▶ **Free-lance Editor** (1995 – present). See profile at <http://www.editors.ca/profile/359/maude-downey>. Extensive experience with **health-related documents** developed for policy makers, multidisciplinary professionals and the general public. Initiated and developed the following for various projects:
 - **Information design (structure, tables, graphics)**. Greatly increased usability of multidisciplinary manuals and guidelines, research reports, program manuals and educational material.
 - **Standardized approach within a series of documents**. Enhanced cohesion and usability of research reports (e.g., study on nursing as a labour market), training material for national Objective Structured Clinical Exams for physiotherapy, and guidelines.
 - **Evaluation**. Researched and wrote evaluation component for Educational Modules on Nursing and Midwifery Management of HIV/AIDS Prevention, Care, Treatment and Support; and Programme Guide (622 pp. total, 2007; WHO-SEARO; also edited and designed the full project).
 - **Tracking and feedback forms and tools**. Completed for many projects as needed.
 - ▶ **Project Coordinator**, 2 positions:
 - **Go for Green, Active & Safe Routes to School program** (1999–2000). Facilitated and supported school and community groups in the promotion, implementation, sustainability and evaluation of a program promoting active transportation to school for health and environmental benefits.
 - **Osteoporosis Society of Canada** (1998–2001). Piloted a program for osteoporosis prevention for girls ages 11–18. Liaised with steering committee; managed budget; wrote report; researched and prepared 90-page *Organizer's Manual & Resource Kit*, linking material to curriculum goals.
 - ▶ **Trainer**. Various settings:
 - Correctional Service Canada (2010); Public Health Agency of Canada (2012). Initiated, developed and delivered training in **Word and Excel** for federal government professionals.
 - Ottawa Exam Centre (1995–1997). Trained Standardized Patients (up to 150) in English and French for **Objective Structured Clinical Exams** for physicians and physiotherapists.
 - 1992–1995. Customized and taught **ESL/FLS** courses; certified as an educational institution by the Minister of Employment and Immigration in 1994.
 - ▶ **Nurse**. 10 years hands-on nursing in a wide variety of settings in Canada, Australia and New Zealand.