

DIANE LEFEBVRE

Policy Analyst

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PROFESSIONAL SUMMARY

Policy analyst with 6 years in federal program design and evaluation. Authored 18 briefing notes for director-general approval and led consultations with 40 stakeholder organizations.

CORE SKILLS

- Policy research and analysis
- Briefing note writing
- Program evaluation
- Stakeholder consultation
- GBA Plus application
- Memoranda to Cabinet support
- Data interpretation
- Bilingual EN/FR (CBC level)

PROFESSIONAL EXPERIENCE

Policy Analyst (EC-05) 2021 - Present

Government of Canada, Ottawa, ON

- Authored 18 briefing notes and 4 decks approved at the director-general level.
- Led consultations with 40 organizations across 6 provinces.
- Evaluated a \$60M grant program and recommended changes adopted in 2024.

Junior Policy Officer (EC-03) 2019 - 2021

Government of Canada, Ottawa, ON

- Prepared environmental scans and literature reviews for 3 policy files.
- Coordinated ATIP responses within statutory deadlines.

EDUCATION

Master of Public Administration 2019

Carleton University, Ottawa, ON

Bachelor of Arts, Political Science 2017

Universite Laval, Quebec City, QC

LANGUAGES

English (native) · French (CBC profile, tested 2024)