



EMPLOYMENT OPPORTUNITY –EXTERNAL

Community Care Access Centres (CCACs) are the local point of access to community-based health care services. CCACs are funded by the Ministry of Health and Long-Term Care and were created to coordinate a variety of health services to maintain an individual's health, independence and quality of life. There are 14 CCACs in Ontario working together in the community to enhance access and coordination for people across the province. CCAC staff assist their clients in planning and making informed choices about health care options. They work in partnership with clients, families, care providers, hospitals, long-term care homes and others to ensure that the right care is available at the right time and place.

We are currently seeking a **Performance Management Consultant - Strategy**

COMPETITION #	2011-004
START DATE:	Immediate
REPORTS TO:	Manager, Strategic Planning & Integration
JOB RATE:	Non Union
CATEGORY:	Permanent Full Time
SALARY RANGE:	\$64,736.12 – 80,840.58 (per annum)
CURRENT HOURS OF WORK:	Monday to Friday, 8:30 am – 4:30 pm
TEAM:	Strategic Planning & Integration
CURRENT PRIMARY ASSIGNED LOCATION:	Etobicoke Office

POSITION OUTLINE:

Reporting to the Manager, Strategic Planning and Integration this position supports and enables the development and execution of long range strategies and strategic planning initiatives within the Mississauga Halton Community Care Access Centre (MH CCAC); and for facilitating integration activities internally and externally with Local Health Integration Network (LHIN) wide partners. Contributes to a culture of engagement,

Strategy Management, Project Management, research, quality improvement, risk management, performance effectiveness and accountability.

RESPONSIBILITIES:

Strategic Planning & Execution

- Contributes to the development and implementation of the strategic plan, the related ongoing cycle of operating plan activities, project management, community engagement and research
- Participates in the environmental scanning process and on-going analysis of the local health care system for the MH CCAC's planning purposes
- Identifies gaps and opportunities through high-quality planning
- Contributes to the planning, development and implementation of community engagement strategies
- Facilitates engagement forums and or other related activities
- Integrates information gained through the engagement process into the strategic planning cycle and strategy management process
- Works within the PM&A portfolio to develop the annual strategy management plan for implementation and execution across the organization
- Works with other portfolio(s) to ensure integration and organizational alignment with the Strategic Plan for successful execution of strategies
- Contributes to the development of the annual operating plan and related projects;
- Leads the integration of project(s) and project team(s) by applying facilitation and coaching skills
- Contributes to the creation and implementation of project plans for cross-corporate planning initiatives;
- Provides leadership in the development and management of complex projects using Project Management methodology;
- Supports a portfolio of project(s) applying project management and quality improvement knowledge, skills and organizational framework
- Contributes to the implementation, maintenance and evaluation of the organization's community engagement framework, strategic plan, project management framework, research framework and quality and risk management
- Supports the evaluation of MH CCAC planning and community engagement activities

Other Related Activities

- Participates on various internal/ external committees and meetings as required
- Implements new procedures and controls deemed necessary by management
- Assists in the training and orientation of new staff
- Demonstrates behaviours, actions and attitudes that are consistent with Mississauga Halton's vision, mission and values
- Undertakes special projects as required
- Provides back-up within the PM & A portfolio as necessary
- Performs other duties as required

QUALIFICATIONS:

- University degree in health care or business administration or equivalent; a Masters Degree an asset
- Four to six years of related work experience in planning, management of projects and initiatives in healthcare industry (preferred)
- Project Management Professional designation preferred
- Demonstrated experience and success in project management and in leading large, complex initiatives including major reports
- Demonstrated experience and success in applying quality improvement methodologies such as Lean preferred
- Demonstrated experience and success in applying change management practices to enable successful project outcomes and adoption
- Experience in health administration, health care and/or system planning, and/or certification highly desirable
- Demonstrated strategic and operational planning abilities, aptitude and orientation. Should demonstrate "out of box" thinking
- Strong analytical and problem solving skills
- Experience using Project Management software
- Knowledge of risk management approaches and tools used in the healthcare industry
- Superior oral, written and presentation skills, able to distil complex concepts and data into useable information for a variety of audiences
- Ability to use MS Office and Project Management software applications (e.g., Word, Excel, PowerPoint, Outlook, Visio, etc.)
- Comfortable accessing databases and manipulating data
- Proficiency with Microsoft Project, web-based survey tools and graphics programs an asset

Only external applicants being considered for an interview will be contacted.

All applicants interested in this position are requested to forward a current resume with covering letter to

<https://secure.randstadrpo.ca/mhccac/view/apply.asp>

Alternatively you may fax to 416-848-1084, or mail to MH CCAC Recruitment Initiative, 60 Bloor Street West, Suite 1400, Toronto, Ontario, M4W 3B8 quoting Competition# 2011-004 in the Subject Line.

Should you have any inquiries regarding the status of your application, please feel free to contact our employment hotline at 1-866-760-9203.

For more information on MH CCAC please visit our website at <http://www.mh.ccac-ont.ca>