

EMPLOYMENT OPPORTUNITY

Women's College Hospital (WCH) is an academic, ambulatory care hospital in Ontario with a focus on health for women, health equity and health system solutions. If you're ready to be part of a team that is revolutionizing the future of healthcare, then you will want to join an institution where the possibilities for innovation, new discovery and system thinking are limitless. Women's College Hospital is committed to equity, quality and patient safety as key professional values and essential components of daily practice.

With the launch of our new Strategic Plan in 2018, WCH has entered an exciting phase of its history – strengthening its bond with partners and introducing a new and inspiring vision: *Healthcare revolutionized for a healthier and more equitable world.*

An exciting **Regular Full-Time** opportunity as a **Project Manager, Strategy (Competition #313.18)** exists reporting to the Chief Strategy and Quality Officer.

Reporting to the Chief Strategy and Quality Officer at Women's College Hospital, the Project Manager, Strategy and Planning is responsible for leading the development and implementation of the structures, planning and systems that will enable the achievement of the strategic plan and strategic projects.

The Project Manager will guide the development of a strategy management system and effectively align strategic priorities through effective project management, strategy performance reviews and reporting. The Project Manager will provide support to executive sponsors for corporate initiatives that propel the Women's College Hospital strategy forward and have the potential for transformational change in the health care system.

The Project Manager builds and fosters strong working relationships with key stakeholders and consults widely to provide guidance and advice to Women's College Hospital leadership on broad matters related to advancing the strategic plan.

Summary of Duties, but not limited to:

- Guide strategic plan implementation, ensuring broad organizational alignment
- Collaborate with internal and external stakeholders to advance strategic initiatives/project planning
- Partner with departmental/program teams to establish aligned implementation, action plans and reporting systems that advance the strategy
- Provide guidance and facilitation to strategic priorities working groups and contribute as a member and/or expert resource on internal and external committees and teams as required
- Ensure key stakeholders are kept informed of strategic plan developments and milestones through the maintenance of clear, detailed plans, performance reports, and communications
- Work closely with leadership to ensure that corporate priorities, tasks and timelines are established and understood
- Support organizational priority projects and strategies
- Develop, monitor and report process and outcome measures that facilitate implementation of strategic plan goals and priorities, ensuring that senior sponsors have appropriate information for decision-making
- Monitor risks and identify escalating issues related to strategic plan implementation and performance

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- Report regularly on strategic plan progress and performance to Senior Executive Team
- Advance a strategy management system around the balanced scorecard framework
- Partner with strategic communications to advance communications related to strategy and planning
- Advance and align annual business planning activities and business case development to support the development and communication of clear organizational and shared priorities, initiatives and associated measures of performance
- Support the annual refresh/review of organizational strategic plan with the guidance of the Chief Strategy and Quality Officer
- Guide the creation and delivery of innovative presentations, briefing notes and planning documents to support the Senior Leadership Team as needed

As a role model and champion you will work to identify and integrate safe, best practices into daily activities to foster the delivery of safe and exemplary care.

The responsibilities described above are representative and are not to be construed as all-inclusive.

Qualifications/Skills:

- Post-secondary degree in Health Administration, Business or relevant discipline combined with progressively responsible leadership & project management experience in a dynamic, complex work environment.
- Project Management Professional (PMP) designation preferred
- Demonstrated knowledge and experience with project management processes, principles and tools
- Extensive experience applying project management methodologies, practices and tools
- Minimum of five (5) years of experience managing complex projects
- Demonstrated success and experience planning, facilitating and implementing corporate-wide strategic initiatives
- Deep understanding of the Ontario health care system strategies, policies, stakeholders, and key issues
- Strong writing skills for a wide variety of stakeholders including both executive and public audiences
- Knowledge of the balanced scorecard and development of key performance indicators
- Demonstrated ability to work both as a member of a team and independently to advance action
- Demonstrated strong interpersonal and stakeholder management skills
- Superior verbal and written communication skills including the ability to communicate complex information into clear, concise messages, influence others and establish credibility with individuals at all levels of the organization
- Strong presentation skills and comfort level presenting to audiences at various levels in the organization
- Excellent organizational, planning and time management skills, with the ability to manage multiple, often competing priorities
- Proficient computer skills and the ability to work with Microsoft Office software, including Word, Excel, Outlook, Project and PowerPoint
- Professional behavior and communication that meets the standards of the professional regulatory college or association, as applicable, and the standards of Women's College Hospital
- This position plays a critical role in acting as an advocate for safety and will demonstrate principles, practices and processes that will optimize a safe environment for all



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POSTING DATE: November 16, 2018

Please forward resumes via email to HR@wchospital.ca with your name and the competition number in the subject line. (Example: Jane Smith, 1.16)

We thank you for your interest, however, only qualified applicants who are selected to be interviewed will be contacted.

Women's College Hospital is a fully affiliated teaching hospital of the University of Toronto and is committed to fairness and equity in employment and our recruitment and selection practices. We encourage applications from Indigenous peoples, people with disabilities, members of sexual minority groups, members of racialized groups, women and any others who may contribute to the further diversification of our Hospital community. Accommodation will be provided in all parts of the hiring process as required under our Access for People with Disabilities policy. Applicants need to make their requirements known in advance.