

EMPLOYMENT OPPORTUNITY

Women's College Hospital is the first and only independent, academic, ambulatory care hospital in Ontario with a primary focus on the health of women. If you're ready to be part of the future of healthcare, then you will want to join an institution in which the possibilities for creative innovation, breakthroughs in new thinking and groundbreaking work in academic ambulatory medicine are limitless. Women's College Hospital is committed to patient safety as a key professional value and an essential component of daily practice.

An exciting Full-time opportunity as a **Director, Medical Affairs (Competition #144.19)** exists in the Medical Affairs Department reporting to the Executive Vice President & Chief Medical Executive.

Summary of Duties, but not limited to:

This critical leadership role will play a strategic and operational role in leading the hospital's Medical Affairs operations. The successful candidate will provide leadership in:

- *Strategic Planning and Execution* related to physician engagement and quality improvement, and relationship development with the department of education, WCRI and WIHV.
- *Medical Leadership And Administration* including Medical Human Resources Planning and Management, Resource planning:, Contract Administration and management of funding
- *Credentialing, Appointments And Reappointments* of Medical Staff including annual reappointment of all Medical staff in partnership with Credentials Committee/MAC
- *Support To MAC And Subcommittees*
- *Support To Search Committees And External Reviews* including coordinate processes for 5-year reviews, search committee support, engagement with relevant university parties.
- *Ongoing Development And Management Of The Physician Leadership Development Program* working in partnership with Physician leadership and front-line medical staff to identify ongoing learning priorities for leadership development across the organization.
- *Medical Legal* including leadership and support to Medical Legal caseload, engagement with legal counsel, risk mitigation.
- *Medical Assistance in Dying Coordination* including leadership and oversight of the MAiD Advisory Committee to build organizational knowledge in navigating patients and their families on MAiD

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

Qualifications/Skills:

- Master's Degree in Business Administration/ Health Administration, Legal or HR background an asset
- 10 years of progressive, successful leadership responsibility in an academic hospital or related management position.
- Strong foundation/knowledge in strategic planning, systems thinking, healthcare landscape in national, provincial and local environments.
- Commitment to the importance of physician engagement in health care environments and the ability to build strong relationships with physician leaders.
- Familiarity with policies/procedures/regulations related to operational decisions (e.g. HR & Finance)
- A thorough understanding of professional standards, the role of regulatory Colleges and the Public Hospitals Act.
- Demonstrated Training/Education in quality improvement tools and strategies.

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- Ensuring decision-making is done through Engaging Others to Achieve Results, and where there are external partners, Develop Coalitions purposefully to reach mutual goals (LEADS Framework).
- Experience with strategic planning, fiscal responsibility, implementing and managing formal processes.
- Strong negotiation, mediation and conflict resolution skills.
- An understanding of legal frameworks and organizational risk frameworks.
- Ability to collaborate with Finance regarding budget targets and department planning.
- Fostering patient-centred culture of learning, improvement, safety, excellence.
- Development and use of data to drive decisions in both daily operations and long-term strategic planning.
- Navigating highly confidential, complex and often sensitive situations involving multiple stakeholders.
- Strong ability to prioritize and manage multiple, often competing priorities and deadline.
- Good work and attendance record required.
- Demonstrated commitment to WCH vision, mission and values.
- 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.

POSTING DATE: June 3, 2019

Please forward resumes via email to HR@wchospital.ca with your name and the competition number in the subject line. (Example: Jane Smith, 144.19)

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.