

The South West Local Health Integration Network (LHIN) is one of 14 local organizations in Ontario that plan, coordinate and fund local health services and deliver high quality home and community care to patients and families. The South West LHIN is committed to health improvement, innovation, and the establishment of collaborative partnerships to improve population health, patient experience and value for money across the health care system.

LHIN staff incorporates the best aspects of teamwork and continuous learning as they work with the local community to ensure the best health outcomes for everyone. If you have a passion for excellence and an entrepreneurial spirit, this is your opportunity to make a difference as part of a dynamic team transforming the Ontario healthcare system.

PROJECT MANAGEMENT ADVISOR (Temporary Full-Time Until March 31, 2019)

The Opportunity

Reporting to the Manager, Planning & Integration the Project Management Advisor is responsible for advising and supporting organizational capacity for the provision of highly effective and efficient portfolio and project management services on a variety of internal and external projects aligned with the strategic and internal operating plan to achieve improved patient experience, health outcomes and value for money. This position provides support and advice to build capacity for: priority setting; excellent project planning; organizational awareness; appropriate resource allocation; assignment and role clarity; active implementation; and outcome tracking and reporting. The Project Management Advisor also ensures that the LHIN approach to portfolio and project management capitalizes on the strengths of our staff and culture.

What Can I Expect to Do?

- Provides portfolio and project management advise, guidance, and expertise as a technical advisor/mentor across the organization by working with others in ensuring the right mix of projects in portfolios, establishing project charters, scoping requirements, goals, deliverables, indicators and milestones that support the organization's strategic and internal operating plan.
- Developing and implementing a work plan to guide the establishment and ongoing operations of consistent, best practice based project management approach, methodology and tools to guide LHIN-wide and sub-region plans and implementation activities.
- Works in collaboration with the Manager, Planning & Integration and other Directors and Managers in analyzing and determining resource capacity/limitations associated with current and emerging projects; makes recommendations when necessary to secure external resources for specific projects/tasks.
- Supports the identification of potential and actual risks associated with meeting project goals and deliverables; and supports teams to mitigate these risks through making appropriate adjustments if necessary during project life cycle.
- Provides support for organization, local health system and sub-region priority setting.
- Identifies opportunities to create efficiencies in all aspects of the life span of LHIN projects
- Provide a mechanism for equitable and transparent project development, prioritization and decision making.
- Coordinates all project tracking/status reporting activities including progress, timelines, issues and costs; uses existing reporting tools to track project milestones and outcomes both individually and collectively through the development and delivery of progress reports/presentations.
- Provides community-based strategic level presentations, reports, and correspondence that support the LHIN in carrying out activities related to key strategic projects.
- Actively partners with other LHIN leaders and staff to cooperate across functions to deliver and align projects, initiatives or services.

- Supports the development of a culture within the LHIN that reflects the LHIN's role in achieving improved patient experience, health outcomes and value for money while driving health system improvement, integration and coordination of care across the South West LHIN that meets the needs of clients and families.
- Participates in and demonstrates an understanding of quality, risk and patient safety principles and practices. Follows all safe practices and procedures to support a safe patient and employee working environment.
- Support the Manager, Planning & Integration in communicating with and advising the Director on matters related to development and alignment of system-wide and sub-region plans supported by a project management approach.

Location: This position is located within the South West LHIN region.

How do I qualify?

Education:

- Post-secondary education in health information management and technology, business administration and/or a health related discipline
- Project Management Professional (PMP) designation is an asset.

Experience and Skills:

- Minimum 5 years of project management experience with the ability to manage complex projects involving multiple agencies, budgets and diverse stakeholders groups.
- Superior in-depth knowledge and experience with effective project management frameworks, methodologies and tools and techniques; and strong ability to train, support, and coach others in the application of these tools and techniques.
- In-depth knowledge of workflows relevant to business services, departmental projects, system-wide and sub-region projects.
- Knowledge of approaches, techniques, and tools used to triage and troubleshoot workflow applications issues.
- Good knowledge of budget planning, management, and reporting requirements.
- Demonstrated commitment to continuous improvement principles and practices including a commitment to excellence and the ability to facilitate innovation and creativity.
- Communication and interpersonal skills to work effectively with other managers and staff, and to liaise with colleagues across LHINs and with contacts in the ministry.
- Demonstrated ability to form effective working relationships with internal and external stakeholders combined with strong interpersonal and relationship building skills.
- Superior organizational and time management skills and the ability to prioritize multiple, competing demands and to meet tight deadlines and to execute projects on time
- Excellent ability to analyze and interpret complex information to deliver a solution that meets business needs and the ability to explain findings, recommendations, and innovations.
- Ability to negotiate and resolve conflict in a positive fashion.
- Good knowledge of the Ontario health care system, its stakeholders, programs and issues as well as LHIN priorities, policies, and practices.

Technical Skills:

- Proficient with PC based Hardware/software and inter/intranets.

- Comprehensive knowledge of Microsoft Office, Excel, Outlook, Adobe Acrobat, Power Point, MS Project, Eclipse, Expert Choice and other portfolio management software.
- Ability for online navigation and search applications.
- Advanced knowledge of business planning cycles and analysis of business intelligence.

Language:

- Proficiency in French is an asset.

Should you be interested in this exciting opportunity, please visit www.lhinjobs.ca to apply. Application deadline is November 7, 2017.

Compensation includes competitive salary, benefits and pension plan.

For further information on the South West LHIN please visit: <http://www.southwestlhin.on.ca>

The LHIN is an equal opportunity employer and all applicants are welcome. We thank all candidates for their interest, however, only those selected for an interview will be contacted. Individuals with a disability requiring accommodation during the application and/or the interview process should advise the recruitment contact so arrangements can be made.