



## NON-CONTRACT ROLE DESCRIPTION

JD4689

<b>ROLE TITLE:</b>	Senior Manager, Enterprise Security Advisory Services	<b>ROLE DESCRIPTION NO.:</b>	4689
<b>DEPARTMENT:</b>	Information Management/Information Technology – Information Security	<b>HEABC REFERENCE NO.:</b>	18721434
<b>REPORTING TO:</b>	Director, Information Security	<b>HSCIS CODE:</b>	05010
<b>CLASSIFICATION:</b>	NCEM/Range 10	<b>JOB CODE:</b>	91344

### ROLE SUMMARY

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health) patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Director Information Security, the Senior Manager, Enterprise Security Advisory Services is providing leadership in the development, implementation and uptake of health information systems, clinical and corporate information systems within Island Health. The Senior Manager, Enterprise Security Advisory Services works with Island Health Leadership, Corporate, and Clinical Support Services to lead the development, implementation, and continuous improvement of an enterprise security advisory program ensuring the ongoing protection of Island Health technology infrastructure and information assets. The Senior Manager regularly deals with critical and highly sensitive situations.

As a member of the IMIT leadership team, the Senior Manager is part of a coordinated effort to move forward the health, clinical and corporate IMIT vision for Island Health and to work collaboratively with other team members in promoting new technologies and best practice for service delivery and system operations.

### DUTIES AND RESPONSIBILITIES:

1. Provides leadership in the design and development of health and corporate information systems and applications, maintaining a multi-departmental authority-wide view of systems and service to support the adoption and ongoing secure operation of clinical and corporate information systems.

2. Plans, manages, and leads the Island Health information security advisory program with responsibility for the delivery and continuous improvement of the following services in accordance with legislated and other regulatory requirements:

- Security Threat Risk Assessments
- Information Security Risk Governance and Lifecycle Management (in alignment with Island Health Enterprise Risk Management Framework)
- Security Policy and Policy Framework development
- Information Security Training and Awareness program
- Management of third party security risks (Contract reviews, contract schedule development etc)
- Audit, Compliance Management and Monitoring
- Cloud Security Requirements and Monitoring

3. Develops, maintains and oversees standard operating procedures for intake, prioritization, management and completion of Security Threat Risk Assessments (STRAs).
4. Develops and maintains the processes necessary to facilitate care provider, employee, and citizen access to electronic health and corporate information systems, applications and tools.
5. Works collaboratively as a member of the IM/IT leadership team by functioning as part of a coordinated effort to move forward the health and clinical/corporate information management agenda of Island Health and by promoting and adopting best practice models for service delivery, system operations and information security.
6. Identifies innovative approaches for information management and ensures that standards related to the security of personal health, employee or corporate information are implemented and maintained.
7. Accountable for project priorities for the health authority and ensures that projects are executed in accordance with Island Health project management standards and that necessary project resources are in place to ensure successful implementation, in collaboration with assigned business areas.
8. Ensures the ongoing management/maintenance of negotiated vendor contracts. Leads Request For Proposals (RFPs) and vendor selection, negotiates contracts with vendors, ensures payment schedule is distributed, and vendor is upholding contract provisions.
9. Manages assigned staff by selecting employees, directing, supervising, and evaluating staff to ensure effective performance of duties, promoting, disciplining and initiating employee terminations.
10. Ensures the implementation of correct human resource standards and procedures, including performance evaluation, education, and orientation as well as compliance with applicable acts, regulations and collective agreements.
11. Interprets and administers collective agreements, if applicable, covering all bargaining unit employees. Investigates and responds to grievances of a confidential nature. Represents management up to and including Step 3 of the grievance process. Attends Third Party Hearings with the representative of the Employer.
12. Manages multiple department operational and capital budgets under the direction of the Director, by performing activities such as approving and tracking expenditures, identifying budget discrepancies, allocating funds across the areas of responsibility, and providing input into budget development.
13. Prepares or provides statistical information on workload measurement, department activity, quality assurance and clinical use on a scheduled or requested basis.
14. Participates on assigned internal and external committees, represents Island Health as a decision maker on external opportunities to achieve desired outcomes.
15. Develops and maintains collaborative and strong working relationships with key stakeholders internal and external to the organization, including Ministry of Health and Regional Health Authorities.
16. Monitors and is accountable for program or service compliance with legal requirements, accreditation standards, Provincial and Federal Legislation and other applicable regulatory requirements.
17. Performs other related duties as assigned.

## **QUALIFICATIONS:**

### **Education, Training And Experience**

A level of education, training and experience equivalent to a Master's degree in Computer Science or Information Security, and at least ten years' progressive leadership experience in an enterprise information technology services environment with a specific focus on security operations. At least five years' progressive experience in a complex health service system with a minimum of three of those years at a senior level is strongly preferred.

Comprehensive knowledge of security technologies and overall information technology including but not limited to Intrusion Prevention Systems (IPS), Security Incident and Event Management (SIEM), Web Application Security Gateways, Anti-malware, Vulnerability Scanners, Penetration Testing etc. Comprehensive knowledge of industry best practices in relation to identity and access management. Experiencing managing security operations and incident response in a cloud computing environment is beneficial.

Comprehensive knowledge of information security principles and standards including ISO 27001/27002, NIST Cybersecurity Framework, ISO 27017, NIST SP 800-53, NIST 800-63 etc. Active CISSP, CCSP, CISM or similar security certification is preferred.

### **Skills And Abilities**

- Ability to keep skill set up-to-date with new and emerging technologies and service operation models.
- Ability to maintain current knowledge of legislated requirements and external regulatory requirements that impact the information security needs of Island Health.
- Ability to communicate technical concepts and information security risks effectively to all audiences including technical, non-technical and executive.
- Strong presentation, facilitation, coaching, conflict management, planning, project management, and interpersonal skills.
- Ability to work independently and effectively under time pressure to meet deadlines, balance work priorities and resolve issues appropriately.
- Ability to develop and implement strategic and project plans, policies, procedures and standards
- Demonstrated knowledge of health and corporate information systems.
- Demonstrated ability to lead, manage, plan, and implement within the area of responsibility.
- Demonstrated ability to work effectively within a highly dynamic environment.
- Demonstrated ability to be effective in an environment subject to continuous change.
- Working knowledge of applicable regulations, legislation, and collective agreements.
- Proficiency in the use of personal computers.
- Physical ability to perform the duties of the position.