



NON-CONTRACT ROLE DESCRIPTION

JD4713

ROLE TITLE:	Leader, Public Health	ROLE DESCRIPTION NO.:	4713
DEPARTMENT:	Public Health	HEABC REFERENCE NO.:	18721442
REPORTING TO:	Manager	HSCIS CODE:	04080
CLASSIFICATION:	NCEM/Range 8	JOB CODE:	91281

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 Manager, Public Health and working collaboratively with Public Health leadership teams, the Leader, Public Health supports health unit operations, develops and evaluates programs and guidelines, and engages with internal and external partners to promote health and wellness. The Leader works directly with multidisciplinary teams as a leader, mentor, facilitator and coach to ensure that clients receive appropriate and excellent services. The Leader is responsible for developing and maintaining strong working relationships with key partners, stakeholders, local agencies and groups in the community to advance the mandates of public health and Island Health.

Travel may be a requirement of this position. Transportation arrangements must meet the operational requirements of Island Health in accordance with the service assignment and may require the use of a personal vehicle.

DUTIES AND RESPONSIBILITIES:

1. Provides leadership, in partnership with Managers and Coordinators to ensure efficient and effective operation of health units in alignment with Vision, Purpose, and Values, and strategic direction of Island Health.
2. Provides direction in the development, implementation, and evaluation of Public Health programs in keeping with program priorities, Ministry of Health's expectations and Island Health strategic direction.
3. Supports the development, maintenance, coordination and evaluation of Public Health programs in collaboration with the interdisciplinary team, participants, and community partners.
4. Identifies opportunities for analysis, investigation and quality improvement and provides leadership in implementing change.
5. Responsible for monitoring and addressing cultural issues sensitively and ensuring that quality culturally safe care is available to participants.
6. Hires and supports the development of those in reporting relationships, providing clear definitions of responsibility and levels of authority. Evaluates performance to improve individual and organizational performance, taking action as needed in accordance with policy and relevant contracts.
7. Collaborates in the development of processes to assess training and educational needs and arranges for program-relevant educational opportunities and in-service training/development as well as supporting and facilitating discipline specific educational opportunities.
8. Manages human, fiscal, and material resources for Public Health offices and carries out operational planning/financial management for the program. Develops and monitors budgets.
9. Participates as a member or chairs relevant internal and external committees as assigned.

10. Assumes a lead role in island wide initiatives as assigned.

11. Performs other related duties as required.

QUALIFICATIONS:

Education, Training And Experience

A level of education, training and experience equivalent to a Bachelor's Degree in a health-related discipline and a minimum of seven years' health care experience including experience in Public Health and 2 years supervisory/management experience.

Skills And Abilities

- Demonstrated leadership and facilitation skills with the ability to engage and motivate others as well as support the development of effective teams.
- Strong oral and written communication skills.
- Ability to develop and nurture an environment where quality improvement principles are embraced and used on a continuous basis.
- Demonstrated knowledge of change management strategies and ability to facilitate change.
- Demonstrated knowledge and ability in Public Health.
- Positive problem-solving skills in a dynamic union work environment.
- Strong planning, critical thinking and analytical skills.
- Ability to lead in the areas of program and community development.
- Ability to lead, direct, and develop staff.
- Ability to work independently and with initiative.
- Ability to establish and maintain effective working relationships.
- Computer proficiency in areas such as client/patient information, electronic documentation and scheduling systems, and office suite software such as E-Mail, Excel & word processing.
- Valid BC Driver's license.