



NON-CONTRACT ROLE DESCRIPTION

JD4893

ROLE TITLE:	Vice President, Island Health	ROLE DESCRIPTION NO.:	4893
DEPARTMENT:	Assigned Portfolio - see addendum	HEABC REFERENCE NO.:	TBD
REPORTING TO:	President & Chief Executive Officer (CEO)	HSCIS CODE:	01040
CLASSIFICATION:	NCEM/Range MHO2D	JOB CODE:	91388

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. The Vice President (VP) supports the Framework for Cultural Safety and Humility for First Nations in British Columbia in their leadership in this work.

The Vice President reports directly to the President & Chief Executive Officer (CEO) providing strategic advice on area of expertise to the Executive and Senior Leadership team to enable and facilitate system transformation and service delivery improvement that contributes to the wellness and health and care needs of the people of Vancouver Island. The VP ensures the Board of Directors and the President & CEO have relevant and timely access to information pertaining to their assigned portfolio.

The VP is a member of the Executive Leadership Team (ELT) working in close partnership with the ELT member to enhance integration, transparency and accountability for operational and strategic performance. The VP oversees a team working in formal partnership with other senior leaders throughout the organization.

This role provides executive level strategic leadership to organizationally advance the work of the assigned portfolio providing leadership and senior direction to the team for the attainment of Island Health's strategic framework, organizational annual plans and the operational plans of the assigned portfolio.

The VP collaborates and works closely with senior leaders to drive quality improvement including working alongside clinical leaders to ground strategies and initiatives throughout the organization. The VP represents Island Health on relevant provincial working groups, developing and maintain relationships with key external partners and engaging with relevant national organizations in order to achieve the mandate of Island Health.

This role is accountable for working with colleagues and co-workers to achieve excellence in the development of client centered care and ensure the direction of the human, financial and material resources of the portfolio to support the goals, policies and Vision of island Health.

DUTIES AND RESPONSIBILITIES:

1. Contributes as a member of the Island Health Executive Leadership Team (ELT) in the development, implementation and evaluation of organizational, strategic and operational priorities and plans, and provides visible leadership to, and models Island Health values; champions a patient and family centered culture of excellence, learning collaboration and accountability.
2. Provides leadership and is accountable for the effective day-to-day operations of the assigned portfolio including the delivery of high quality services within the approved budget and in accordance with the relevant goals and targets set out in the Performance Agreements between Island Health and the Ministry of Health.
3. Collaborates with other members of ELT to align strategies and action plans within the overall framework of Island Health's strategic direction and provides leadership to formulate, implement and evaluate the long and short-term goals, service delivery formulas and the policies and procedures as necessary to operationalize the strategic plans.

4. Collaborates with both internal and external stakeholders to foster the development, implementation and evaluation of the integrated health services system through participatory, interactive and collaborative processes that cross sectors and communities; provides programs and services that respect the principles of universality, comprehensiveness and accessibility by working with key stakeholders.
5. Provides ongoing assessment of assigned programs to ensure integration and coordination of programs and services.
6. Facilitates an integrated, coordinated approach to portfolio planning to promote continuous improvement and system sustainability throughout Island Health.
7. Establishes and oversees annual operating plans and related budgets for the portfolio, developing an appropriate organization structure and allocating the financial, technological, physical, and human resources required to achieve current and long-range strategies and meet operating objectives within the organization's fiscal framework.
8. Provides leadership to portfolio members through coaching, guiding, mentoring and modelling Island Health values. Encourages dialogue and provides guidance and advice to facilitate resolution to work issues. Assists team members to define shared and individual goals, meet target dates and ensure alignment of team goals with program and service needs. Recruits staff and maintains an organizational for the portfolio that provides the highest level of quality service within budget parameters.
9. Formulates, and evaluates portfolio strategic and operational goals, ensures policies, procedures, regulations and standards necessary to operationalize the plan are in place across Island Health. Ensures Island Health maintains legal, ethical and professional standards and is consistent with provincial program standards.
10. Leads development of proposals for changed or new programs and services. Ensure proposals address analysis at the system level and support current or future requirements.
11. Supports partnerships and research initiatives to enhance and provide direction for new or modified program or service standards and/or levels of operation.
12. Provides leadership in the community as it relates to the assigned portfolio matters issues.
13. Ensures the assigned portfolio meets all requirements of accreditation bodies, provincial and federal legislation and/or regulations and achieves industry performance benchmarks.
14. Works in collaboration with the communications team, representing Island Health at media events and community groups on issues relating to Island Health matters and collaborates with the other Vice Presidents, on broader operational issues.
15. Represents Island Health and it entities' interests in discussions and/or negotiations with government, other external organizations and agencies providing or requiring support services from the organization.
16. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

The qualifications for this position are listed at the end of the "Addendum".

Skills And Abilities

The skills and abilities for this position are listed at the end of the "Addendum".

Addendum To Role Description, Vice President, Island Health

Following are responsibilities and qualifications specific to the role of VP, Population Health & Public Health & Chief Medical Health Officer at Island Health.

Classification: MHOD2

This position is responsible for complying with established professional standards in the quality of their work, as reviewed by the Provincial Health Officer.

Assigned portfolio includes leadership/oversight for the following:

- Public Health Programs including: health protection, communicable disease control, prevention and health promotion programs, public health surveillance, and public health emergency management.
- Population Health programs.
- Responsibilities of the Chief Medical Health Officer: Chief Medical Health Officers derive their powers and duties from the *Public Health Act* and have legislated responsibilities under a number of Acts and regulations, including Communicable Disease Regulations, the *School Act*, the delegated functions of the *Drinking Water Protection Act*, the *Community Care and Assisted Living Act* and the *Tobacco and Vaping Control Act*. In addition, CHMOs provide guidance in the development of Municipal Health By-laws.
- Providing evidence-based guidance to physicians, municipal councils, school boards, regional health boards and the community on a wide variety of health issues including communicable diseases, environmental health issues and complex health related social and behavioral problems of individuals and groups.
- Providing leadership in community medical consultation for Island Health and reports matters relating to health status of the population to the President and CEO, Executive Leadership Team, Health Authority Medical Advisory Committee (HAMAC), Island Health Board and applicable committees, and maintains communications with other health care providers, government and professional health organizations regarding health matters. Supports partnerships and research initiatives to enhance and provide direction for new or modified program or service standards and/or levels of operation.
- Provides senior leadership in the enforcement of a variety of Acts and Regulations, that includes those addressed by the Medical Health Officers, and those under the leadership of the other Vice Presidents, Clinical Operations. In all these include legislation such as the Public Health Act and School Act, as well as public health related Provincial and Municipal by-laws, and oversees the completion of relevant document/reports required by various local and national governing bodies to ensure standards are met and processes are followed.
- Supporting the Island Health Board, advocating on behalf of population and public health within the Island Health region. Speaks on behalf of vulnerable and marginalized members of the community, and those at risk, and advises the Board about health concerns and ways in which Island Health can contribute to improving population health and wellness in the region.
- Promoting a high standard of health, public health services, and health care in the community. Provides physician leadership and strategic advice related to population and public health strategies at provincial and regional levels, and at the local level.

QUALIFICATIONS:

Education, Training and Experience

Licensed Physician in the Province of British Columbia, plus Fellowship in the Royal College of Physicians and Surgeons of Canada.

Master's Degree in a field of Public Health, Health Administration or Public Administration and a minimum of fifteen (15) years of recent related experience including experience in a population and public health setting in a progressively more senior executive leadership role within a large, complex and multi-site organization.

San'yas Indigenous Cultural Safety Training Program completion a requirement.

Certified Health Executive (CHE) or Canadian Society of Physician Leaders (CPSL) an asset.

Skills And Abilities

- Excellent leadership skills with the ability to present views in a clear and compelling manner and develop trust and influence.

- Sound knowledge of Public Health legislation and regulations.
- Demonstrated ability to lead, plan, direct, manage and implement change.
- Excellent communication and interpersonal skills.
- Demonstrated ability to build effective working relationships with both internal and external stakeholders.
- Demonstrated ability to function effectively in a highly dynamic, complex and changing environment.
- Demonstrated ability to apply creative and innovative thinking to affect continuous improvement.
- Demonstrated effective decision-making skills, including ability to critically and constructively appraise ideas, proposals, initiatives, operational practices, programs and services.
- Excellent public speaking and media presence to instill public confidence
- Demonstrated change leadership competencies and an inclination to use innovative approaches to problem solving
- Demonstrated business acumen: managing resources.
- Proven ability to establish and maintain effective working relationships with staff, executive leaders, clinical professionals, public and private entities.
- Demonstrated exceptional interpersonal abilities and ability to work across all levels of the organization and with external stakeholders is essential, as is working alongside key partners to drive collaborative decision-making.
- Demonstrated understanding and knowledge of the principles and practices of health system management and administration combined with sound working knowledge of planning concepts related to budgetary, staffing, quality and strategic planning methods and health system change.
- Demonstrated ongoing commitment to professional development.
- Physical ability to perform the duties of the position.

LEADS in a Caring Environment Framework: <https://www.leadscanada.net/site/framework>