



## NON-CONTRACT ROLE DESCRIPTION

JD5355

<b>ROLE TITLE:</b>	MHSU Data-Informed Health System Coordinator	<b>ROLE DESCRIPTION NO.:</b>	5355
<b>DEPARTMENT:</b>	Mental Health & Substance Use - Strategic Clinical Network	<b>HEABC REFERENCE NO.:</b>	18721674
<b>REPORTING TO:</b>	Director or designate	<b>HSCIS CODE:</b>	03099
<b>CLASSIFICATION:</b>	NCEM/Range 8A	<b>JOB CODE:</b>	91564

### 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, or designate, the MHSU Data-Informed Health System Coordinator advances initiatives to optimize and integrate data and experiences of the care system, as well as guiding practices in order to inform MHSU service system planning and improvement. The work of the Coordinator is embedded within the MHSU services system where they partner with teams and leaders to build internal capacity to generate, access, interpret and apply data from corporate, local and external sources. The Coordinator will collaborate with clinicians, health service leaders, researchers, informatics and representatives from other health authorities and provincial forums to support learning cycles that improve outcomes for patients and value for the health system. The Coordinator establishes processes, systems, supports and knowledge exchange mechanisms to achieve intended outcomes. Participates in Island Health leadership meetings and receives access to confidential knowledge as it relates to program development and operational changes.

### DUTIES AND RESPONSIBILITIES:

1. Develops, maintains and applies knowledge of current trends, priorities and practices related to data-informed care and Learning Health Systems as applicable to MHSU services.
2. Establishes partnerships and engagement structures to collaboratively implement and sustain knowledge exchange across care providers and leaders, as well as other informed and interested parties (e.g. Patients, Decision Support, Informatics, Finance, and Ministry designates).
3. In collaboration with partners, leads the development, implementation and optimization of the infrastructure (processes, systems & working practices) for regional knowledge exchange of health system data for MHSU leaders and teams; ensures the products are usable for intended audiences in terms of content and access.
4. Provides and brokers feedback from MHSU team members regarding system data to continually improve quality of data.
5. Plans, implements and leads major initiatives including sustainment; utilizing project and change management methodologies and practices.
6. Responsible for participating in budget and resource allocation recommendations.
7. Creates efficient approaches to the development and implementation of methods to measure and report on the system of care.
8. Advises senior leadership (Directors and Executive Directors) on strategic developments and progress, including objectives for continued development of the data-informed health system.

9. Optimizes participation by patients and families, as well as those with particular perspectives and areas of knowledge, to inform planning, implementation and evaluation of work.
10. Leads and participates in networks, meetings and forums including acting as a delegate for Island Health at provincial and Ministry forums.
11. Coordinates and, where required, chairs meetings ensuring documentation and follow up on key actions.
12. Navigate socio-political challenges and support consensus-based decision making across those affected by the initiatives in order to achieve intended outcomes.
13. Facilitates consensus building amongst leaders within Island Health and collaborating organizations to remove obstacles and support achievement of goals.
14. Provides guidance, coaching and support to students.
15. 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 a health related field. Seven (7) years' of progressive experience working within or directly in a clinical/applied health research-focused public health care environment. Experience and knowledge of MHSU care systems and environments.

### **Skills And Abilities**

- Functional understanding of clinical care settings in the MHSU system of care as well as related data (e.g. MHSU-MRR, CIHI measures)
- Excellent verbal and written communication skills, including the ability to communicate effectively with a range of roles in health care, academia and patients and families.
- Experience in the conduct of applied health research, patient oriented research, quality improvement and/or evaluation of health services.
- Proven leadership skills (including but not limited to forging and maintaining relationships, communications, engaging others, conflict resolution, achieving results, developing coalitions).
- Ability to conduct literature searches and reviews, applicability assessment and interpretation.
- Understanding and knowledge in cultural safety/humility, equity, diversity and inclusion.
- Previous experience in the development of work plans, budget and communication plans.
- Well-developed public speaking skills, and ability including presentations and facilitation skills.
- Functional to expert competence with technology, digital systems, and Microsoft products including Excel, Visio, PowerBI, SharePoint and PowerPoint.
- Ability to work independently and as part of a diverse, collaborative team.
- Knowledge and understanding of project management and change management methodologies.