



Position Description

Job Posting: October 27, 2017

Job Title

Project Manager, Regional Geriatric Program of Toronto (RGP)

Job Description

The RGP supports a network of health care providers in the Greater Toronto Area and Ontario in the delivery of inter-professional, senior-friendly, and evidence-informed care that optimizes the function and independence of frail and complex seniors.

The Project Manager will support an expanding RGP mandate, which is focused on the transformation and integration of specialized services for frail older adults in the Toronto Central (TC) LHIN. The role of the Project Manager includes planning, implementing, evaluating, and reporting on projects that supports the RGP's work in the transition of this expanded mandate. The Project Manager is expected to lead, coordinate and implement plans for a number of initiatives including: Expanded mandate transition activities, Ontario Senior Friendly Care (sfCare) Strategy (<http://seniorfriendlyhospitals.ca/>) and Geriatric Services Quality Improvement Committees.

The successful candidate will be working with the RGP team on this exciting opportunity to support the TC LHIN in building a population-based and integrated system of care.

Responsibilities

Working with the Directors and other team members, the Project Manager will:

- Proactively manage changes in project scope, identify potential risks, and devise mitigation strategies
- Manage the collection, analysis, interpretation, and reporting of both qualitative and quantitative data; use data analytics to inform service development
- Conduct literature review to update best practices, standards, and models of care for specialized geriatric services
- Contribute to the future design of a population-based and integrated system of care for frail seniors
- Develop presentations, plan and facilitate stakeholder engagement as required
- Contribute to developing partnerships in the TC LHIN

Qualifications

- Minimum of a Master's degree in public health, health administration, health sciences, or business administration with at least five years relevant experience
- Advanced knowledge of the healthcare system
- Strong project management skills
- Excellent qualitative and quantitative data analysis skills
- Strong communication and writing skills
- Ability to work with a diversity of individuals and groups
- Ability to adapt to changing requirements
- Demonstrable critical, interpretive and problem solving skills
- Knowledge of performance improvement methodologies and frameworks
- Advanced computer skills
- Self-motivated and proactive, able to work with a high degree of autonomy

Term:

This is a full-time contract position for 18 months (beginning November/December 2017).

Accountability

The Project Manager works under the supervision of the RGP Directors and collaborates with program directors, managers, health professionals, and other staff throughout the RGP Network.

How to Apply:

Please email your cover letter and resume by **Wednesday, November 22, 2017** (as one PDF file) to ningning.ong@sunnybrook.ca . *Please state "Project Manager Application" in the email subject line.*

Applications will be reviewed as they are received until the position is filled. Only candidates selected for an interview will be contacted.

The RGP is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act ('AODA'). If you require accommodation for disability during any stage of the recruitment process, please indicate this in your application.

www.rgptoronto.ca