



Administrative Director, Mental Health & Addictions Regional Development and Community Programs

Join Northeastern Ontario's Health Care Leaders!

Posting #: 22-0273

Permanent Full-Time position

Location: Sudbury, Ontario

Health Sciences North (HSN) is an academic health sciences centre with a purpose to provide high quality health services, support learning and generate research that improves health outcomes for people of Northeastern Ontario. With dedicated and resilient 4,000 employees, 700 active volunteers, 500 highly-skilled medical staff and scientists and 2,100 learners per year, HSN is one of Northern Ontario's largest employers, its largest hospital, and ranks among Canada's Top 40 research hospitals.

If you are passionate about community-based mental health and addictions and interested in leading a sector through transformation, this position is for you. HSN is currently seeking an Administrative Director, Mental Health & Addictions Regional Development and Community Programs to join our leadership team to provide innovative direction and leadership of regionally distributed community-based Mental Health and Addictions programs. You will direct the delivery of high quality, evidence-based, patient-focused, culturally safe and fiscally responsible care and service that is consistent with provincial, regional, organizational and program strategic direction.

As a systems thinker, you will be accountable for the development and implementation of provincial and regional mental health and addictions priorities in the northeast, in alignment with direction from the Ontario Mental Health and Addictions Centre of Excellence and Ontario Health. You will have an advanced understanding of the complexities and nuances of the mental health and addictions system in its current state, and have an understanding and vision for leading system transformation, all while utilizing your relationships with key stakeholders across the region to drive significant change forward. As a compassionate leader building trusting relationships with communities, you will support the growth of both HSN's services and build capacity of the community as a whole with health equity and improved patient outcomes and experience at the forefront.

The successful candidate must have a minimum of a Master's Degree in a health profession, Health Administration, Business Administration, or equivalent, from an accredited university and Current Certificate of Registration in good standing as a Health Professional from an Ontario Professional Association or regulatory college. They must also have a minimum of five (5) years' experience working in a leadership/supervisor role or senior clinical position, preferably in a health care environment. Preference will be given to candidates with clinical experience working as a Regulated Health Professional and experience working with individual physicians and physician groups, and a range of health disciplines. Training or recent experience in financial management and budget development is also preferred.

We offer competitive salary and vacation, extended health and dental benefits, a pension plan through HOOPP and relocation allowance to assist with moving expenses.

Interested applicants are asked to apply directly to posting #22-0273 by March 9, 2022 at 4:00 p.m. on the HSN Careers Website at hsnsudbury.ca/careers. To learn more about Sudbury, find [Relocating to Sudbury](#) on our careers page.

Health Sciences North (HSN) is a regional resource and referral centre for over 600,000 residents across northeastern Ontario. It features state-of-the-art technology with 3,900 employees, over 280 physicians, and 700 volunteers. HSN has become a Research and Academic Health Science Centre affiliated with the Northern Ontario School of Medicine and the Health Sciences North Research Institute.



Management

Date Posted: February 16, 2022

Posting #: 22-0273

Position: Administrative Director, Mental Health & Addictions

Status: Permanent Full-Time

Program: Mental Health and Addictions

Department: Mental Health and Addictions

Site: Ramsey Lake Health Centre (RLHC)

KEY FUNCTION:

Provide innovative direction and leadership of the regionally and community-based Mental Health and Addictions programs. Direct the delivery of high quality, evidence-based, patient-focused, and fiscally responsible care or service that is consistent with the corporate and program strategic direction.

REPORTING:

Under the general direction of the Regional Vice-President, Cancer Care and Vice-President, Social Accountability.

DUTIES:

1. Direct and oversee the development, implementation, and evaluation of short and long-term plans, goals, and objectives for the regionally and community-based Mental Health and Addictions programs that reflect the strategic direction of HSN and respond to the needs of the organization and community.
2. Provide leadership in the development of new services and initiatives to respond to current and future community needs.
3. Develop annual operating plans that align with HSN's programs and directives, and ensure that the program stays within budget; advocate and secure resources for initiatives/process improvement.
4. Initiate and lead change effectively within the program and provide support across the region and community for change that aligns with HSN's strategic directions.
5. Promote professional practice compliance with professional, accreditation, ethical, and legal standards.
6. Work with various external partners, including Ontario Health-North, Ministry of Health (MoH), and the community, to influence the health care agenda as it relates to mental health and addictions service delivery.
7. Ensure that patient, family, and clinical staff education programs are coordinated in partnership with the organization and the community.
8. Research, identify, and oversee the implementation of best practice standards and innovative solutions to enhance patient care delivery.
9. Create an environment that promotes evidence-based practice and implement improvements/changes as required.
10. Promote and implement activities related to patient, family, and health care worker safety.
11. Establish systems to ensure that the program and staff provide expected and satisfactory outcomes as outlined by HSN, comparator data, and evidence-based practice.
12. Collaborate with internal or external leaders and other stakeholders; including partner organizations, vendors, or service providers, funders and government agencies, to improve service delivery, customer satisfaction, and operational efficiency.
13. Assist in the development of communication strategies, plans, and messaging as required.
14. Provide hospital wide, on-call coverage for problems and serious issues after hours and on weekends according to scheduled rotation.

15. Evaluate patient care and satisfaction on an ongoing basis and formulate solutions for improvement.
16. Oversee the work of others in compliance with the Occupational Health and Safety Act (OHSA), its regulations, and HSN policies.
17. Determine and align improvement projects with HSN's Strategic Plan; monitor and adjust to achieve goal outcomes.
18. Participate in the accreditation process and work to ensure that the program and HSN achieve, maintain and continually improve upon their accredited status.
19. Teach, coach and lead staff in the development and monitoring of quality indicators and improvement initiatives.
20. Engage in and foster professional development of all staff and provide opportunities for learning within budgeted resources.
21. Ensure a safe environment for patients, staff and visitors; investigate report, debrief and take or direct corrective action as required on incidents.
22. Collaborate with internal and external stakeholders/organizations/community groups to achieve program objectives, integrate and link services and foster partnerships across the continuum of service delivery.
23. Participate in education and training specific to current, relevant federal and provincial health and safety legislation, standards and guidelines.
24. Represent the department or program on various committees and in meetings as required.
25. Perform other duties as required.

QUALIFICATIONS

EDUCATION AND TRAINING:

1. Minimum of a Master's Degree in a health profession, Health Administration, Business Administration, or equivalent, from an accredited university.
2. Current Certificate of Registration in good standing as a Health Professional from an Ontario Professional Association or regulatory college.
3. Ministry of Labour "Worker Health and Safety Awareness in 4 Steps" training certificate is required.

EXPERIENCE:

1. Minimum of five (5) years' experience working in a leadership/supervisor role or senior clinical position, preferably in a health care environment.
2. Clinical experience working as a Regulated Health Professional is preferred.
3. Experience working with individual physicians and physician groups, and a range of health disciplines is preferred.
4. Training or recent experience in financial management and budget development is preferred.

KNOWLEDGE/SKILLS/ABILITIES:

1. Demonstrated ability to execute and lead strategic initiatives by using lean methodology.
2. Demonstrated knowledge of clinical workflow and change management.
3. Demonstrated strategic business sense with a broad knowledge of clinical areas.
4. Demonstrated superior critical thinking and program planning skills with the ability to use judgment in risk assessment.
5. Demonstrated knowledge of mental health and addictions care system, trends, and issues.
6. Demonstrated knowledge of Ministry direction and strategy related to Mental Health and Addictions.
7. Demonstrated knowledge of interrelationships between hospitals, community, and social service partners in child, youth, adult and seniors care.
8. Demonstrated ability to manage complex systems and Human Resources (HR) at the executive level.
9. Demonstrated leadership skills with ability to foster relationships with internal and external stakeholders.
10. Demonstrated ability to coach, advise and teach others using the principles of adult learning.
11. Demonstrated training, experience or utilization of lean methodology for process improvement.
12. Demonstrated ability to independently identify issues, plan improvements, measure success and continue improvement.
13. Demonstrated knowledge of relevant legislation and principles of management, conflict management and resolution, system needs analysis and organizational assessment.
14. Experience working in a multi-site model with use of technology to convene meetings and resolve issues
15. Experience in capital planning, managing leases and working with contracted services across multiple sites
16. Experience leading funding and accountability agreements that involve other organizations
17. Demonstrated effectiveness in proposal writing
18. Demonstrated ability to use tact and discretion in dealing with patients, families, community advocates, health care providers and employees.
19. Demonstrated excellent computer skills with proficiency in Microsoft Office software (e.g. Word, Excel, Power Point and Outlook) and patient information systems.
20. Demonstrated superior interpersonal and communication skills, both written and verbal.
21. Demonstrated commitment to the safety of co-workers and patients.
22. Demonstrated experience working in culturally safe ways with Indigenous-led organizations and/or Indigenous communities

PERSONAL SUITABILITY:

1. Successful criminal reference check is required for vulnerable sector.
2. Demonstrated ability to meet and interact with people in a professional, responsible, and reassuring manner.
3. Demonstrated commitment to ongoing professional development.
4. Ability to prioritize and delegate work to meet demanding deadlines
5. Demonstrated professionalism in dealing with confidential and sensitive issues.
6. Demonstrated positive work record and excellent attendance record.
7. Ability to meet the physical and sensory demands of the job.
8. Ability to travel between local sites.

Selection Process: Candidates will be selected for this position on the basis of their skill, ability, experience and qualifications as identified in the resume and completed Application Form submitted. The Hospital reserves the right to conduct a formal interview where required.

Shift: As Assigned

French Language Service Designation: Bilingualism is an Asset

Salary: \$122,655.00.....\$144,300.00/Annum

Note: Applications for this position must be submitted to the Human Resources Department before 1600 hours on **March 9, 2022.**

**HSN thanks all applicants.
Only those selected for interviews will be contacted.
We will not accept applications after the closing date and time.**