



## Job Posting Manager, Primary Health Care

**About FHC:** Flemingdon Health Centre (FHC) is an engaged and involved member of some of Toronto's most dynamic neighbourhoods; Flemingdon Park, Fairview and Thorncliffe Park: FHC is a registered charity and an incorporated not-for-profit Community Health Centre (CHC), with a vision of Strong Health Communities. Across our three sites, we provide a range of health-related services based on the social determinants of health with extensive community engagement. We are primarily funded through the Ministry of Health and Long-Term Care/Ontario Health (formerly: Toronto Central Local Health Integration Network TC-LHIN).

At FHC, we know that health is about much more than just the absence of disease. Our approach to community health encompasses the social determinants of health which includes: education, employment, isolation, food security and social supports, and utilizes a community development model to promote health, prevent disease, and strengthen community capacity. We value health equity, inclusion, community engagement, accountability & transparency, excellence and collaboration & partnerships.

### Position Summary

- Provide operational and strategic management and support to clinical services teams, as well as manage budgets, work plans and schedules in order to ensure team achieves and maintains clinical excellence
- Ensure high quality interdisciplinary primary health care, leading to optimal individual and community health outcomes.

**Employment terms:** Regular full time (Permanent), 35hrs /week (with the expectation of working some evenings and/or weekends)

**Salary Range:** \$82,301 - \$93,735 per year, along with extended health benefits & HOOPP pension plan

**Reporting to:** Director, Community Health and Social Impact

**Location:** This position works jointly from 2 office locations: Flemingdon Health Centre (10 Gateway Blvd.) & Fairview Community Health (5 Fairview Drive)

### Responsibilities include:

- Support the development, implementation and monitoring of FHC's strategic goals and operational plans
- Provide leadership and support of a strong interdisciplinary team, which includes Physicians, Nurse Practitioners, Registered Nurses, administrative support staff, students and volunteers



- Conduct HR activities related to the recruitment, supervision and retention of team members
- Ensure teams meet accountability measures and associated quality indicators and goals through QIP
- Manage the coordination of service delivery and interdisciplinary care within context of the Community Health Centre model of health and well-being
- Ensure accessibility for non-insured individuals and FHC's priority populations, and advocate on behalf of these groups towards inclusive and equitable treatment and services
- Collaborate with FHC's management team to monitor/communicate funder set service targets, provide analysis of data and lead quality improvement initiatives as necessary
- Manage the effective and responsible use of financial resources available for clinical services
- Initiate and/or participate in community-based research; analyze data, from these and other research, to identify trends related to population health.
- Seek insight into client-centered care needs and work with the clinical team to develop solutions/service delivery that provide exceptional care
- Act as a resource for the development of health communication internally and externally
- Facilitate the development and maintenance of strong collaborative working relationships with the community we serve as well as existing and potential partner agencies/service providers
- Organize and facilitate groups and meetings, creating an environment and atmosphere for effective and thoughtful discussion of issues
- Participate on project and planning committees at FHC as required
- Other duties as assigned by Director, Community Health and Social Impact or designate

#### **Qualifications, Skills and Proficiencies:**

- Two to four years of strong management experience within Community-based health organization(s), Public health, or other health sector organizations
- Degree from a recognized university with a health sciences or community health related discipline (e.g. Public health, Social Work, Registered Nurse) or combination of education with relevant experience
- Experience in managing and implementing "Quality Improvement" strategies and processes in a Health sector services setting
- Self-motivated with the ability to shift priorities with ease and resiliency
- Demonstrated professionalism with ability to make sound judgment
- Demonstrated competency in program planning, implementation, monitoring, and evaluation
- Experience in community development/engagement would be an asset



- Experience working with funding bodies, contributing to proposals and reporting
- Experience leading a multi-disciplinary and diverse team and facilitating effective team planning
- Demonstrated analytical and organizational skills
- Commitment to providing leadership in reducing barriers to health care experienced by marginalized communities
- Demonstrated ability to manage multiple priorities and ability to build relationships at all levels of the organization
- Demonstrated commitment to anti-racism and anti-oppression
- Knowledge of communities in FHC's catchment area as well as knowledge of the community health center approach and model are assets
- Excellent spelling, grammar and written communications in English
- Proficiency in computer hardware and software applications particularly EMRs
- Ability to speak languages other than English an asset
- Committed to embracing diversity in our communities and promote respect, equity and a sense of belonging in our work environment and in the provision of programs and services through an Anti-Racism Anti-Oppression (ARAO) framework
- Vaccines (COVID-19 and others) are a requirement of the job pursuant to the Ontario Human Rights Code

**Application Deadline:** January 07, 2022 by 5pm EST

**Application Process:** Interested and qualified individuals are invited to submit an application including a cover letter and resume online via this link:

<https://www.jobillico.com/en/job-offer/flemingdon-health-centre.cUkdNk/manager-primary-health-care/9254843>

*We thank all applicants for their interest but regret that only those selected for an interview will receive acknowledgement. Please note that a criminal background check (vulnerable sector) will be conducted for this position. In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known in advance.*