

**CARSWELL CENTRE**

1871 Danforth Ave
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COXWELL SITE

#105-840 Coxwell Ave
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TAYLOR MASSEY

4 The Market Place
Toronto, ON M4C 5M1
Tel: 647-251-8195
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Director of Interprofessional Practice & Programs Full-Time Role

Company Description

South East Toronto Family Health Team (SETFHT) is an academic primary care clinic affiliated with the University of Toronto. Our organization is comprised of a variety of Interdepartmental Healthcare Professionals (IHPs) that include physicians, medical residents, nurse practitioners, registered nurses, dietitians, social workers, psychologists, patient care coordinators, physician assistants and chiropractors, all of whom are assisted by an exceptional administrative and clinical support team.

SETFHT is a partner at the Health Access Taylor Massey (HATM) clinic, offering a range of primary care and interprofessional resources to the Taylor Massey community. Additionally, SETFHT is collaborating with community partners and the Ontario Health Team to enhance access to comprehensive primary and social care services for residents of East Toronto.

Position Profile

As a critical member of SETFHT and an integral part of the Senior Leadership Team, the Director of Interprofessional Practice & Programs will be responsible for promoting teamwork and overseeing the performance of the Interprofessional Healthcare Practitioners (IHPs) team. They will also supervise programs, outreach and Quality Improvement initiatives to enhance overall patient care and organizational efficiency. The ideal candidate should possess excellent leadership skills, a thorough understanding of interprofessional collaboration, and a proven track record of successfully managing healthcare programs.

This role includes being an ambassador for the organization and representing academic primary care at various forums and events. The position also supports academic activities to ensure a culture of ongoing learning and collaboration.

Accountability

The Director of Interprofessional Practice and Programs reports and is accountable to the SETFHT Executive Director (ED).

Role & Responsibilities

- Facilitate communication and collaboration among the IHPs to enhance patient care outcomes.
- Support academic and quality improvement initiatives.
- Develop and implement strategies to promote a culture of teamwork, mutual respect and shared decision-making among diverse healthcare teams.
- Oversee the planning, execution, and evaluation of healthcare programs to ensure alignment with organizational goals and objectives and implement them utilizing best practices.
- Manage program budgets, resources and timelines to achieve successful outcomes
- Collaborate with key stakeholders to identify program needs, goals and metrics for success.

HEAD OFFICE

4th Floor - 1871 Danforth Avenue Toronto, ON M4C 1J3 T: 416-423-8800 F: 416-423-8803



South East Toronto
Family Health Team

- Provide effective leadership to a multidisciplinary team, fostering a positive and inclusive work environment.
- Conduct regular check-ins and team meetings, set clear expectations and support professional development opportunities for team members.
- Administer probation reviews for new staff and annual IHP performance evaluations
- Utilize data-driven approaches to identify areas for improvement and implement evidence-based solutions
- Communicate program objectives, progress and outcomes to internal and external stakeholders
- Identify, connect and engage with potential stakeholders within the community, as required
- Collaborate with stakeholders and facilitate team activities as changes are implemented

Skills & Qualifications

- Master's degree in healthcare administration, business administration or related field
- Certification in Project Management or related field is an asset
- Proven experience in interprofessional collaboration and program management within a healthcare setting
- Strong leadership and team management skills
- Ability to work effectively and collaboratively within a diverse and multi-disciplinary team in an interprofessional environment
- Excellent communication skills (both verbal and written)
- Experience working with clinical management systems (CMS) and electronic medical records (EMR), Practice Solutions (PS) is an asset

Other Requirements

- Excellent people management and interpersonal skills
- A high degree of accuracy and attention to detail
- Ability to prioritize, manage time effectively and be flexible in an active work environment
- Excellent conflict management and resolution skills
- Commitment to working from an integrated anti-oppression / anti-racist, LGBTQ+ positive framework
- Knowledge of the healthcare sector is an asset
- A high degree of professionalism, ethics and confidentiality

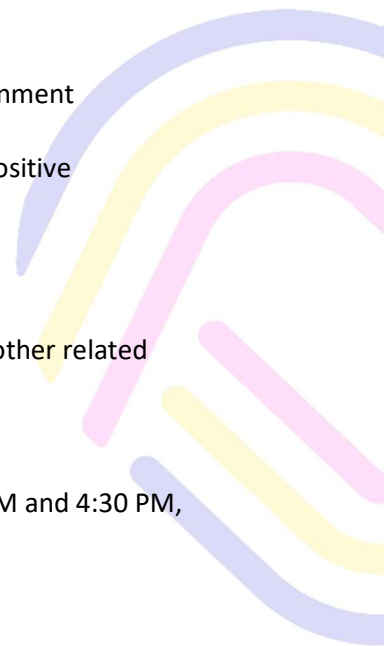
The above responsibilities are only considered inclusive; the individual may be assigned other related duties in the interest of SETFHT's efficient operations.

Hours of Work

The successful candidate must be available to work weekdays, primarily between 8:30 AM and 4:30 PM, with the possibility of evening and weekend shifts.

Compensation

- The rate of pay is based on experience and will range from \$50.33 – \$54.62 per hour





- This position includes enrollment in the SETFHT Health & Dental benefits plan
- This position includes optional enrollment in the Healthcare of Ontario Pension Plan (HOOPP)
- This position includes paid time off

I appreciate your interest in the South East Toronto Family Health Team. Only those candidates selected will be contacted for an interview. Please, no direct telephone inquiries or email follow-ups.

We thank all applicants for their interest, but only those selected for an interview will be acknowledged. Please note that a criminal background check will be conducted for this position. SETFHT supports a respectful and inclusive work environment for everyone and is committed to Anti-Oppression principles. We encourage qualified applicants of all ages, races, colours, ethnic origins, religions, abilities, gender identities and sexual orientations, as well as people with disabilities, to apply for this position as it reflects the broad diversity of communities we work with.

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. Accommodations are available on request for candidates participating in all aspects of the selection process.

We encourage applicants who reflect Toronto's Indigenous, 2SLGBTQIA+, racial and cultural diversity to apply.

SETFHT encourages a scent-free environment. All employees, students, volunteers, and visitors are asked to refrain from wearing fragrances and other scented personal care products (i.e. perfumes, lotions, hairspray, etc.) while on the premises.

Job Contact Information

Human Resources

South East Toronto Family Health Team

E-mail: humanresources@setfht.on.ca

Subject: Director of Interprofessional Practice and Programs

Please forward the cover letter and resume by 3:00 PM, July 26th, 2024

