

**JOB TITLE:** Planner

**DATE POSTED:** March 4, 2010 **CLOSING DATE:** March 15, 2010

**REPORTS TO:** Directors, System Integration & Engagement and  
Clinical Services Development & Organization

**JOBS REPORTING:** Nil

**DIVISION / DEPARTMENT:** Planning, Integration & Community Engagement

**LOCATION:** Markham

**PLEASE RESPOND TO:** central@lhins.on.ca

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## **PRIMARY PURPOSE:**

As a key member of both the Integration/Engagement and Clinical Services Development Teams, this position is responsible for supporting complex planning and engagement projects or activities. This position develops and maintains partnerships across health care sectors to promote efficiencies and high quality system and patient outcomes.

## **KEY ACCOUNTABILITIES:**

1. Develops innovative approaches for provider partnerships and selects among alternative approaches to achieve integration and engagement goals.
2. Coordinates and conducts analysis of local health-care system based on provincial data, community input and other sources for purpose of identifying gaps and establishing planning priorities.
3. Analyzes and prioritizes opportunities for local system integration/engagement and clinical services coordination in alignment with the LHIN and ministry strategic direction.
4. Leads internal and external stakeholders to develop strategies and action plans for integration/engagement and clinical services coordination.
5. Identifies, selects and uses appropriate planning approaches in the implementation of the Integrated Health Services Plan (IHSP) and Annual Business Plan (ABP).
6. Leads the development of engagement plans, with a specific focus on the community and primary care sectors.
7. Participates in and contributes to provincial and inter-LHIN planning and engagement activities.
8. Promotes high-quality research and planning and contributes to the development of methodologies to support health planning.
9. Works with community engagement and integration staff to identify appropriate integration/stakeholder engagement approaches to meet planning requirements.
10. Works with clinical services staff to plan, develop, organize and implement clinical services in support of the IHSP and ABP.
11. Conducts effective stakeholder consultation related to planning, assesses impact of planning recommendations and decisions, and promotes consensus among stakeholders for action required.
12. Manages project plans and budget allocation for integration/engagement and coordination and clinical services initiatives

13. Works with Integration and Engagement and Clinical Services Development and Organization teams to identify appropriate and priority opportunities for planning, implementation, integration and coordination initiatives. Provides advice and input from the planning perspective to the development of health-care system funding plans.

## **POSITION REQUIREMENTS:**

### **Education:**

- Post-secondary degree (Masters Degree preferred), in health administration, health planning, business administration or relevant field.

### **Experience:**

- Minimum of 5 years of planning experience within a health-care environment.
- Demonstrated experience in integration, planning and engagement initiatives and success in project management.
- Demonstrated experience in leading initiatives aimed at improving integration/engagement and coordination within the health care system.
- Demonstrated experience in planning and implementing clinical services in Ontario's health system
- Proven skill and success in leading planning projects.
- Expert ability to select and apply multiple planning methodologies as appropriate.
- In-depth understanding of the Ontario health-care system, its stakeholders, programs and issues.
- Strong interpersonal, facilitation and relationship management skills
- Excellent written communications and presentation skills; able to conduct analyses of data and prepare clear reports and presentations which support effective decision-making and priority-setting.
- Excellent oral communications skills; able to explain complex technical information to management, colleagues and stakeholders.

## **NATURE AND SCOPE:**

- **Interpersonal Contacts:** Internally, communicates with employees throughout the organization to present, discuss information and problems related to undertaking the priority setting analysis and health planning functions. Externally, communicates directly with various stakeholders to obtain and exchange the information required by the planning group to perform their analytical work, and gains consensus and agreement on the needs, priorities and integration plans and initiatives.
- **Level of Responsibility:** The position provides a leadership role in planning for engagement activities, sustainable improvement, priority-setting analysis and health planning and integration, with an initial focus on primary care.
- **Decision-Making Authority:** The position provides critical recommendations and works closely with Directors of Integration and Engagement, Clinical Services Development and with the Senior Director, Planning, Integration & Community Engagement to determine key decisions related to priority setting and health planning and integration.
- **Physical and Sensory Demands:** Minimal demands typical of a senior professional position in an office environment.
- **Working Environment:** Minimal exposure to disagreeable conditions associated with a senior professional position within an office environment.