

Director, Programs and Data Regular Full Time (Vancouver, BC)

The [BC SUPPORT \(Support for People and Patient-Oriented Research and Trials\) Unit](#) (the Unit) is a multi-partner organization created to support, streamline and increase patient-oriented research (POR) throughout BC. We define patient-oriented research as research that engages patients as partners and focuses on patient-identified priorities with the goals of improving patient experiences, health outcomes and the health system. The Unit is one of 11 SUPPORT Units established across the country as part of Canada's [Strategy for Patient-Oriented Research](#) (SPOR) led by the Canadian Institutes of Health Research (CIHR). It is also a unit (with Clinical Trials BC and Research Ethics BC) of the [BC Academic Health Science Network](#) (BC AHSN).

A key member of the BC SUPPORT Unit, this role will provide leadership in the development, implementation, and evaluation of the Phase I and Phase II program plans, as well as a leading role in building and deepening strategic relationships and partnerships. As a member of the SUPPORT Unit management team, this role collaborates with other Program Directors and colleagues across the Hub, the AHSN, regional centres and other partners to achieve the Units goals and objectives.

The Position

The Director, Programs and Data supports advancement of organizational programs and initiatives through the following responsibilities:

The following core responsibilities will be assumed by both SUPPORT Unit Directors:

- Preparing program roadmap, project, and/or implementation plans to align with executive approval
- Working collaboratively and closely with the Executive Director, Scientific Director, and other members of the BC AHSN management team
- Working closely with the Project Manager and partners, including but not limited to regional centres, MOH and MSFHR
- Overseeing and implementing strategic and tactical initiatives and plans while strengthening relationships within teams and partners
- Preparing and/or overseeing reports prepared for internal and external stakeholders
- Working with the Project Manager to determine progress and issues
- Ensuring operations and activities adhere to legal guidelines and internal policies
- Building and cultivating strategic relationships and partnerships
- In support of the organization's goals, carrying out other related tasks as required

Leadership & Management Responsibilities

- Promoting and upholding the BC AHSN purpose, mission, goals and objectives
- Participating as a collaborative member of the BC AHSN management team
- Effectively managing and supervising direct report(s), informing the Executive Director on progress and performance as applicable
- Managing work schedules, attendance, leave, performance, and professional development, providing ongoing coaching, mentorship and guidance
- Liaising with the Executive Director as applicable to hire, onboard & train staff

- Fostering and maintaining positive relations within the BC SUPPORT Unit and the BC AHSN overall

In addition to the above core responsibilities, the Director, Programs and Data will assume the following responsibilities:

- Leading and overseeing the data work and implementation plans for Phase I and Phase II
- Working with the Phase II leadership and planning team and engage with stakeholders and partners to support the development of a provincial Phase II data plan
- Collaborating with the Unit's Performance Measurement and Evaluation Lead, as appropriate, develop and carrying out performance measurement and evaluation of services and programs in your area of responsibility
- Leading, overseeing and/or developing strategic or special provincial implementation projects
- Contributing to, and/or overseeing development of Phase II core components: learning health systems, capacity development and patient engagement
- Collaborating with Unit Management regarding evaluation and/or the plan for stakeholder engagement, as well as measurement of outcome and provision of service
- Overseeing real-world clinical trials, Phase I
- Provide back-up support to the Program Director responsible for overseeing services of the hub and local operations

This job description outlines the key responsibilities for the role and is not meant to be exhaustive. Other responsibilities and tasks may be assigned or may naturally become a part of this role over time.

Our Successful Candidate

As our successful candidate, you demonstrate a standard of excellence, enjoy challenge, and are enthusiastically results-driven. You're also highly motivated, proactively demonstrate the ability to use your own initiative to both manage your time effectively and navigate changing priorities within a multi-stakeholder health research environment.

Education & Experience

- Master's degree in business, health sciences, or a related discipline
- 7+ years of experience in a senior or progressively responsible leadership health and/or research role
- Experience as a Director or other managerial position, leading diverse teams
- Expertise and extensive experience in a patient-oriented research environment
- OR Equivalent combination of knowledge, education, training, and experience

Competencies: Skills, Knowledge & Personal Characteristics

- Strategic mindset and business acumen combined with the ability to lead by and achieve results through influence, including external stakeholders
- Demonstrated thorough knowledge/understanding of program management techniques and methods
- Strong knowledge of performance evaluation techniques and key metrics
- Outstanding knowledge of data analysis, reporting and budgeting

- Strong supervisory/leadership skills with the ability to effectively communicate, mentor, guide and coach others, as well as representing/promoting input/varying perspectives
- Strong verbal, written and electronic communications skills
- Strong interpersonal skills, with an ability to interact effectively and collaboratively with colleagues as well as a wide and diverse range of stakeholders
- Proactively self-directed with the ability to organize, establish and manage priorities and workflow, work and think independently, complete multiple tasks, problem-solve, and deliver results without direct supervision
- Demonstrated ability to excel in a high performance, high standards culture, high level of attention to detail and accuracy

In Return for your Expertise

We are an exceptionally talented team of individuals in a professional yet casual and collaborative culture with high standards and drive. Driven by our mission, we are extremely dedicated to what we do and encourage our employees towards personal leadership, growth and ownership of their roles. We offer competitive rewards and benefits commensurate with your experience for this role.

How to Apply

If you meet our qualifications above and relish the opportunity to collaborate as part of a team to positively impact the health of British Columbians, we want to hear from you.

Please respond with cover letter and resume to: [hr@\[bcsupportunit.ca\]](mailto:hr@[bcsupportunit.ca]) by November 6, 2020 with the subject line 'Director, Programs and Data Application.'

The BC SUPPORT Unit thank all applicants for their interest. Due to the high volume of applications received, only short-listed candidates will be contacted. Applications will be reviewed during the application period; short-listed candidates may be contacted prior to November 6, 2020.