



is currently seeking an Associate Director to join the eHealth Centre of Excellence for a contract position

**General Description:**

Reporting to the CFFM eHealth Centre of Excellence Director, the Associate Director will work in partnership with the eHealth Centre of Excellence (eCE) leadership team to develop business strategy and partnerships. This position will play a critical role in building partnerships with key stakeholders, working to ensure stakeholder satisfaction and have the ability to identify new opportunities that are aligned with the eCE's Mission, Vision and Values.

**Key Roles and Responsibilities:**

- This position will oversee a portfolio that includes, but limited to: 1) Strategic Planning, 2) High-level partnerships and 3) Special Projects
- Work closely with the eCE Leadership Team in a collaborative process to form strategy and innovations and develop plans to facilitate implementation of a strategic vision that is consistent with the Mission, Vision and Values
- Establish and foster long term stakeholders relationships and partnerships
- Maintain an awareness of current issues in the health care system, related to digital health, with a particular emphasis on issues relevant to primary care as well as the broader system perspective.
- Analyze the digital health landscape to identify gaps and opportunities
- Maintain strong connections with the rest of the eCE leadership team and departments to introduce new partnerships, transition special projects for longer term sustainability and meet the needs of key partners
- Contribute to a team based environment to motivate and inspire staff to work collaboratively towards visions and goals
- Play an active role in strengthening and maintaining the leadership and governance culture and practices that reflect the organizations core values
- Perform other duties as required

**Experience, Skills and Qualifications:**

- A minimum of 10 years leadership experience in a non-profit, for-profit or government agency or an equivalent combination of education and experience

- Master's degree in Health or Business Administrative or related field
- Previous experience working on growth, business development, strategy, planning or related issues
- Demonstrated understanding of issues related to digital health, eHealth, health informatics
- Previous experience working in or with primary care organizations
- Excellent communication skills, both written and oral, with the ability to represent the organization externally across a wide range of stakeholders and consistencies
- Strong relationship building skills with the ability to find mutual benefits, build consensus and strengthen collaboration among a diverse group of stakeholders
- Demonstrated ability to analyze and compile complex data for planning purposes
- Excellent communication and interpersonal skills with a natural ability towards building relationships and partnerships
- Strong negotiation skills with a problem-solving attitude
- Demonstrated ability to thrive in a fast-paced, quickly changing and entrepreneurial environment
- Availability to travel as needed

If this position is of interest to you please send your cover letter and resume to: [hr@family-medicine.ca](mailto:hr@family-medicine.ca)

We thank all interested applicants; however, due to the volume of resumes we receive only those selected for an interview will be contacted.

The Centre for Family Medicine is a respectful and inclusive workplace. Upon individual request, hiring processes will be modified to remove barriers to accommodate those with disabilities. Should any applicant require accommodation through the application, interview or selection processes, please contact Human Resources at [hr@family-medicine.ca](mailto:hr@family-medicine.ca) for assistance.