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975, prom. Alloy, Bureau 201 Thunder Bay, ON, P7B 5Z8 • Tél: 807 684-9425 • Télécopieur : 807 684-9533 • Sans frais : 1 866 907-5446 • [www.northwestlhin.on.ca](http://www.northwestlhin.on.ca)

## Job Posting

**JOB TITLE:** Performance, Funding and Contract Management Lead  
**REPORTS TO:** Director of Performance, Funding and Contract Management  
**JOBS REPORTING:** None  
**DIVISION / DEPARTMENT:** Performance, Funding and Contract Management Division  
**LOCATION:** North West LHIN, Thunder Bay, Ontario

### POSITION SUMMARY

This position reports directly to the Director of Performance, Funding and Contract Management. The position is responsible for managing, monitoring and evaluating service provider organization, transfer payment agency, LHIN Sub-Region and LHIN level performance in accordance with service accountability agreements, LHIN strategic directions and ministry-defined goals.

With respect to Sub-regions, the Performance, Funding and Contract Management Lead works closely with the Director of the Sub-region, the Clinical Lead and Manager Community Care for the Sub-region, internal stakeholders, health service providers at the Sub-region level and other key stakeholders to assess and identify funding resources or opportunities for reallocation of funds cross sector within the Sub-region. The goal is to support the delivery of integrated care aligned to the Health Services Blueprint model.

The lead participates in Sub-region planning to identify resources or proposed financial strategies that will address population health needs across the care continuum. The Lead also participates in the identification of funding resources or opportunities for reallocation of funds that support the delivery of regional programs to the Sub-region.

The Performance, Funding and Contract Management Lead is responsible to provide financial data or service provision data that helps inform indicator monitoring and performance management at the Sub-region level and, makes recommendations to the Director of the Sub-region on opportunities for improvement or strategies that can be deployed to improve system performance.

### MAJOR RESPONSIBILITIES

- Leads the negotiation, oversight and performance management of accountability agreements with transfer payment agencies according to established government/ministry directives and LHIN goals and objectives.
- Develops and maintains strong working business relationships to manage all issues related to funding, contract and performance with transfer payment agencies.
- Develops or utilizes appropriate methods or tools to monitor and evaluate transfer payment agency performance from multiple perspectives including financial management and service quality.

- Identifies material risks and risks at the health service provider level and manages or escalates risks and issues as appropriate.
- Participates in the development and refinement of performance management tools and resources to support the advancement of LHIN Sub-Regions.
- Accountable for the implementation and oversight of a performance management framework for a defined LHIN Sub-Region.
- Works collaboratively with staff engaged at the LHIN Sub-Region level to support planning, funding and implementation of health services for a defined LHIN Sub-Region.
- Participates in analysis of the local system performance within the context of provincial performance goals defined by the ministry, and assesses the implications for management of transfer payment agency performance targets or baselines.
- Ensures alignment of local system or transfer payment agency goals with broader ministry and LHIN priorities.
- As requested, contributes to the development of the annual and multi-year LHIN funding plan.
- Participates in the administration, monitoring and management the allocation of LHIN transfer payment funds using the APTS.
- Contributes advice and input on performance standards and service provider performance/accountability to the development of health system and integration plans, and interpretation of system performance issues to the LHIN team.
- Participates in inter-LHIN and ministry dialogue performance standards and agreements and their application to local health service providers.
- Other duties as assigned.

### **KNOWLEDGE**

- Demonstrated knowledge of performance management and evaluation techniques in one or more health sectors related to financial, administrative, or clinical performance.
- Knowledge and experience in analyzing and interpreting performance data, including financial data and quality indicators.

### **EXPERIENCE**

- Demonstrated experience in facilitation of negotiation of agreements, conflict resolution or arbitration approaches.
- Strong inter-personal skills and proven ability to build and maintain strategic relations with diverse health service providers.
- Proven ability to effectively manage complex and sensitive agreements and contracts.
- Demonstrated experience performing evaluations and familiarity with monitoring approaches, processes or systems.
- French language is an asset.

### **EDUCATION REQUIREMENTS:**

- Post-secondary/Master's Degree in health administration, business administration or relevant field.

### **NATURE AND SCOPE:**

- **Interpersonal Contacts:**

- Internally: models exemplary interpersonal and communication skills with employees across the organization to lead and coordinate health system funding, performance, contract and allocation.
- Externally: proven ability to communicate with senior leaders, clinicians, health service providers to obtain and exchange information as required by the Ministry, LHIN reporting requirements and gains consensus and agreement to achieve LHIN Strategic goals and priorities.

- **Level of Responsibility:** Responsible and accountable to support the Director Performance, Funding and Contract Management, the Vice President Corporate Services, the CEO and the Board for system transformation, modeling sustainable improvements in health care delivery, priority setting analysis, health system performance, contract and allocation. Decisions and actions have the potential to significantly impact the LHIN organization and the delivery of health care services in the Northwest.
- **Decision-Making Authority:** The position provides recommendations and works closely with the Director Performance, Funding and Contract Management in the areas of health system performance, contracts and allocation.
- **Physical and Sensory Demands:** Minimal demands typical of a support position operating within an office environment.
- **Working Environment:** Minimal exposure to disagreeable conditions associated within an office environment. Travel may be required within Ontario, specifically Northwestern Ontario. Occasional weekend work. Periodic administrative relief/coverage for others in the department.

**POSTING DATE:** September 21, 2018  
**CLOSING DATE:** October 1 at 4:30 p.m.  
**COMPETITION NUMBER:** NW18-43  
**VACANCY:** One Full Time (1.0 FTE) Position

Interested candidates are asked to submit their application by email, quoting competition number, to:

**Human Resources, North West Local Health Integration Network**

Email: [nwlhin.hr@lhins.on.ca](mailto:nwlhin.hr@lhins.on.ca) | Fax: (807) 344-5639

The LHIN is an equal opportunities employer and welcomes applications from all suitable qualified persons. We thank all candidates for their interest, however, only those selected for an interview will be contacted. Individuals with a disability requiring accommodation during the application and/or the interview process should advise the recruitment contact so arrangements can be made.