



..... *Every Child and Youth living life at their full potential.*

At Grandview Kids we provide family-centred paediatric assessment, treatment, rehabilitation services and specialized programs. Along with their families, we support children and youth with communication, social, physical and developmental needs to achieve their potential at home, in the community and at school. We are dedicated to inspiring possibilities, fostering development, and supporting growth and personal achievement for our children and youth, their families and our staff members. Our team-oriented approach inspires our staff to collaborate, share ideas, and work with a variety of professional disciplines. We offer a stimulating environment with an exceptional variety of opportunities in the field of paediatric rehabilitation.

The next two years will be a period of unprecedented growth as we work on a major capital expansion for our new facility in Ajax.

If you are looking for an opportunity that offers personal and professional rewards, that makes a real difference and enriches the lives of others, then Grandview Kids is the place for you! We are excited to be accepting applications for the following position:

Project Manager

- *Contract Full-time- 37.5 hours/week*
- February 2023 to June 30, 2023

Summary of Duties:

Reporting to the Director, Quality, Risk and Continuous Improvement, the Project Manager, Continuous Improvement supports the planning and execution of priority projects, improvement capacity building and organizational effectiveness to ensure that client services are consistent with the Centre's Mission, Vision and Values

Specific responsibilities include but are not limited to:

Continuous Quality Improvement and Project Management

- Facilitate and manage the identification, planning, implementation, and monitoring of quality improvement initiatives/projects in accordance with recognized standards, i.e. Model for Improvement, Lean methodology, PMI, etc.
- Support successful change management with relevant stakeholders both internal and external to the organization
- Monitor quality improvement activities, identify and evaluate root causes for performance shortfalls and gaps, and recommend strategies for improved outcomes.
- Assist in developing insights from data and statistical analysis; collaborating with stakeholders to measure improvement outcomes related to client experience, staff engagement as well as clinical and financial performance.
- Coordinate and manage the activities of the team to meet the project plan, and address changes to plan or scope in a systematic way using defined project/change management practices (including ensuring that the full implications for the change have been assessed, communicated and approved)
- Assist Project Leads in coordinating and managing team activities to help the team achieve their target outcomes.
- Communicate/present routinely on topics associated with QI or specific QI initiatives

Capability Building/Organizational Effectiveness

- Support the development of the Grandview performance management system
- Use experiential learning and formal knowledge transfer to build QI knowledge capacity
- Advance operational effectiveness through coaching to help leaders and staff understand and apply quality improvement principles, tools, and methodology—including statistical analysis
- Pursue participating in internal and external knowledge exchange opportunities, sharing acquired knowledge with Grandview Kids staff and leaders
- Build and maintain a knowledge repository for projects

- Develop and maintain tools and standard methodologies for use across the organization to ensure a standardized and consistent approach to QI and project execution
- *Mentor* high-school/post-secondary students accepted to work within the Quality, Risk and Continuous Improvement Portfolio

Qualifications

- Preference will be given to Master's Degree in a health related discipline, Business or Industrial Engineering, or Improvement Advisor certification through the Institute for Healthcare Improvement
- Undergraduate Degree in a health related discipline, Business or Industrial Engineering, Project Management training
- Project Management certification is an asset with 1 year experience as a Project Manager, Improvement Facilitator or equivalent in a related field
- Working knowledge of, and experience with, Lean principles and tools.
- Strong project planning skills, including the ability to manage multiple tasks
- Familiarity with community services, healthcare, rehabilitation sector
- Advanced skills in MS Office, including Excel, Word, PowerPoint, Project, etc.
- Advanced ability to produce clear and concise project reports
- Highly developed organizational and time management skills
- Excellent written and verbal communication skills with proficiency in negotiation techniques and facilitation skills
- Ability to work independently and to exercise sound judgment
- Ability to work collaboratively with the inter-professional team

Please forward your resume and clearly state Job 23.04 by 5:00 pm on January 30, 2023 to:

Human Resources - Grandview Kids
 600 Townline Road, South
 Oshawa, ON, L1H 0C8
 Website: www.grandviewkids.ca

Email: careers@grandviewkids.ca

Grandview Kids aims to be deliberate in our consideration of diversity, defined as differences in race, colour, place of origin, religion, immigrant and newcomer status, ethnic origin, ability, sex, sexual orientation, gender identity, gender expression, and age. Recognizing and valuing diversity and equity must be accompanied by concerted efforts to ensure the inclusion of diverse and underrepresented populations, meaning that individuals must be and feel valued, respected and equally supported. We invite applicants in the above defined areas to apply.

Grandview Kids is committed to complying with all applicable standards as set out in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). If you have accessibility needs and require alternate formats or other accommodations please contact us.

Please note that all prospective Grandview Kids employees are subject to mandatory immunization requirements, including full and ongoing Covid-19 vaccinations, as a condition of obtaining and maintaining employment. We will make accommodations based upon documented medical or creed exemption in accordance to the Ministry of Health and the Ontario Human Rights Code. Applicants who require accommodations for disabilities or other specific grounds need to make their needs known in advance to Human Resources.

Grandview Kids is proud to acknowledge the lands and people of the Mississaugas of Scugog Island First Nation, which is covered under the Williams Treaties. We are situated on the Traditional Territory of the Mississaugas, a branch of the greater Anishinaabeg Nation, which includes Algonquin, Ojibway, Odawa and Pottawatomi

We thank all applicants. Only those selected for an interview will be contacted.