

Consultant - Project Manager, Canadian Strategy for Cancer Control Refresh and Integrated Strategic Dashboard Project

The Partnership is seeking a qualified consulting resource to project manage the design and implementation of an integrated strategic dashboard reporting system and the refresh of the Canadian Strategy for Cancer Control. This consulting contract is for 5 months to October 31st, 2018 with a possibility for extension through to June 30, 2019. The individual should have extensive experience in implementing application systems, system integration and business process change specifically.

As the steward of the Canadian Strategy for Cancer Control, the Partnership works with partners to reduce the burden of cancer on Canadians. Our partner network – cancer agencies, health system leaders and experts, and people affected by cancer – brings a wide variety of expertise to every aspect of our work. After 10 years of collaboration, we are accelerating work that improves the effectiveness and efficiency of the cancer control system, aligning shared priorities and mobilizing positive change across the cancer continuum. From 2017-2022, our work is organized under five themes in our Strategic Plan: quality, equity, seamless patient experience, maximize data impact, sustainable system. The Partnership continues to support the work of the collective cancer community in achieving our shared 30-year goals: a future in which fewer people get cancer, fewer die from cancer and those living with the disease have a better quality of life. The Partnership was created by the federal government in 2006 to move the Strategy into action and receives ongoing funding from Health Canada to continue leading the Strategy with partners from across Canada. Visit www.partnershipagainstcancer.ca.

General Accountability

Reporting to the Director Finance and Administration, this resource will work closely with the Executive Director, Strategy and the Director, IT. The successful candidate will assist the Executive Director Strategy with implementing the plan to refresh that Canadian Strategy for Cancer Control, and the Director, IT to implement the integrated strategic dashboard reporting system.

Duties and Responsibilities

The Project Manager, Canadian Strategy for Cancer Control Refresh and Integrated Strategic Dashboard will work closely with the Director, IT to carry out the following duties:

- Liaise with project leads to ensure coordination and alignment of all project activities
- Develop and manage a detailed project plan for monitoring the project
- Develop and proactively manage a project issue/action/risk and decision log and communicate project risk
- Create dashboard views of the project progress to the Partnership's senior management
- Manage the finalization of data and reporting requirements
- Manage the procurement of vendor services, as required, to support the project
- Manage the development of a data architecture and data model to support the project
- Manage the technical evaluation of a dashboard reporting tool
- Manage the development schedule of reporting dashboards

The Project Manager, Canadian Strategy for Cancer Control Refresh and Integrated Strategic Dashboard will work closely with the Executive Director Strategy to carry out the following duties:

- Liaise with project leads to ensure coordination and alignment of all project activities
- Develop and manage a detailed project plan for monitoring the project
- Create and manage vendor contracts
- Manage vendor engagements to ensure adherence to timelines, budget and quality of the deliverables
- Develop and proactively manage a project issue/action/risk and decision log and communicate project risk
- Create dashboard views of the project progress to the Partnership's senior management
- Facilitate engagement with internal stakeholders
- Navigate the organizational structure of various functions and program areas, building strong relationships not only with core project teams but also with their stakeholders in senior management.

Qualifications

- University degree, master's preferred
- 10+ years' experience in health care and IT related project management
- Proven analytical, data gathering, data synthesis and problem-solving skills
- Proven track record developing and delivering presentations, reports and training programs
- Proven experience in managing projects with multi-stakeholder and multi-vendors implementing technology to enable integrated data systems
- Expertise and demonstrated success in presenting progress to senior stakeholders

- Proven experience in leading complex and multi disciplinary large-scale strategy projects
- Proven experience in ability to manage multiple engagements at the same time.
- Detailed-oriented and deadline-driven with strong organizational, analytical and documentation skills.
- Being an innovative thinker who understands how it all comes together in an overall plan.
- Ability to work with high degree of ambiguity and tight deadlines

Application Instructions

Please submit by a letter outlining your relevant experience with this project, along with a CV and hourly rate to procurement@partnershipagainstcancer.ca . Submissions will be accepted up to June 15, 2018. Resumes will be reviewed and assessed against the qualifications noted above. Short listed candidates will be invited for an interview at the Partnership's discretion. Interviews will be held at the Partnership's office at 145 King Street West, Suite 900, Toronto, On.