

JOB POSTING

Position Title:	Liaison Officer
Department:	Health Technology Assessment
Reports To:	Director, Health Technology Assessment
Location:	Toronto
Status:	Regular Full-time
Posting Period:	March 9-March 23, 2018
Competition Number:	2018-053

Health Quality Ontario is the provincial advisor on the quality of health care. With the goal of excellent care for all Ontarians, Health Quality Ontario reports to the public on how the system is performing, develops standards for what quality care looks like, evaluates the effectiveness of new health care technologies and services, and promotes quality improvement aimed at sustainable positive change. Visit www.hqontario.ca for more information.

THE OPPORTUNITY

Reporting to the Director of Health Technology Assessment at Health Quality Ontario, and also working closely with the Director of Implementation Support and Knowledge Mobilization, Canadian Agency for Drugs and Technologies in Health (CADTH), the primary focus of the Liaison Officer is to facilitate HTA knowledge awareness, uptake and utilization of Health Technology Assessment (HTA) evidence among key Ontario customers and to promote collaboration between Health Quality Ontario (HQO) and CADTH.

The Liaison Officer will develop and maintain linkages between Ontario users/customers of HTA and between HQO and CADTH to support the use of evidence-based information in decisions concerning the use of medical devices, drugs, diagnostic tests and related health care services in Ontario. The Liaison Officer will promote the uptake and usage of HQO and CADTH products and services through establishment of networks as well as CADTH's Implementation Support and Knowledge Mobilization team. The liaison officer will also be responsible for tracking and reporting the impact and value of HQO and CADTH products and services in Ontario as part of organization-wide impact and evaluation strategies. This is a multi-faceted position which requires a person who can think strategically, has demonstrated agility, flexibility and comfort with complexity, has a track record nurturing and sustaining partnerships and relationships and building credibility through their understanding of health technology assessment and evidence-based decision-making. The Liaison Officer will be based in the Health Quality Ontario office, Toronto, Ontario, and will maintain close connections with CADTH's Implementation Support and Knowledge Mobilization Team. This is a newly created position that may require travel (within Ontario and occasionally out of province) for direct connectivity and awareness building with key Ontario stakeholders and meetings. Duties and responsibilities specific to the role will evolve over time.

WHAT CAN I EXPECT TO DO?

Relationship Management

- Develop new and maintaining established relationships between HQO, CADTH and key Ontario health care system partners to create and promote awareness of health technology assessment (HTA), and other evidence-based information and resources
- Identify, create and/or participate in and help enhance existing groups (e.g. networks, committees, etc.) of key audiences to facilitate educational opportunities such as presentations about HQO and CADTH products.
- Facilitate awareness and utilization of CADTH's Rapid Response Service in Ontario among senior health decision makers as well as multidisciplinary clinician experts.
- Act as a knowledge broker to identify information including feedback on HQO's and CADTH's products and services.
- Link and engage HQO staff and the CADTH Director of Implementation Support and Knowledge Mobilization to coordinate outreach activities and identify potential areas of cooperation at a provincial and national level.

Information Exchange

- Act as a key contact in Ontario for HQO and CADTH health technology assessment inquiries
- Meet with local and national health technology assessment producers to gain knowledge about ongoing drug and non-drug health technology projects, initiatives and information sources.
- Facilitate the exchange of this gathered information among HQO and with the CADTH Implementation Support and Knowledge Mobilization team
- Identify and articulate the health technology information needs and priorities of key audiences in Ontario.
- Recognize and respond appropriately to key sensitivities and local political issues as they pertain to some HQO and CADTH products and services.
- Support the dissemination of HQO and CADTH products and events information (i.e. CADTH Symposium, CADTH and HQO webinars, etc.) to the Ontario health care system and relevant partners.

Uptake and Impact Tracking

- Monitor/track and report impact data and share feedback on value and usage of HQO and CADTH products and services by Ontario partners.
- Identify and interact with key individuals or organizations that are key audiences of HQO and CADTH's health technology assessment information to determine further support or relevant evidence needs.
- Utilize HQO and CADTH databases to support consistent reporting and summary of feedback and impact received on HQO and CADTH products.

Research Linkages

- Support the development of strategic linkages between researchers and health policy makers, decision makers and practitioners through information exchange, identifying possibilities for collaboration, clarifying needs and facilitating meetings to discuss evidence related to HQO and CADTH's projects.
- Identify Ontario research or clinical experts or other stakeholders for possible contributions to HQO and CADTH committees or projects.

General

- Work plan priorities will be developed jointly by the HQO Director of Health Technology Assessment and CADTH Director Implementation Support and Knowledge Mobilization, and the Liaison Officer considering the needs of the Ontario partners and health care system to ensure relevance and maximize the impact of all products and services
- Day to day activities of the Liaison Officer may vary depending on current trends, priorities, partnerships, and need for support and information by HQO, CADTH.
- Travel will be required to attend meetings or to support awareness building and visibility of the role in various health care environments.
- Participate as an active member of the CADTH Implementation Support & Knowledge Mobilization Team.

HOW DO I QUALIFY?

To be considered for this opportunity, you will have:

Education:

Master's Degree in Health Administration, Health Information and Health and Policy Research, Public Administration/Policy Studies with a health specialization, Health Technology Assessment, or another relevant discipline or professional experience.

Master's Degree and current/active practice designation in a Health Sciences discipline preferred.

Experience:

5 years' related work experience, 7 years' related work experience preferred

Key Competencies:

- Understanding of approaches of evidence-informed decision making and practice using credible research
- Strong understanding and experience in being responsive to customer needs (customer service).
- Understanding of the realities of clinical practice environments and how evidence is used in clinical settings.
- Strong understanding of health technology assessment as it relates to health policy
- Understanding of federal-provincial relationships in health care
- Understanding of the Ontario and Canadian health care system
- Strong understanding of barriers and facilitators to uptake of evidence-based recommendations and health technology assessment
- Ability to prioritize tasks across HQO and CADTH, and manage several concurrent projects on an ongoing basis
- Strong communication skills (written and oral) with internal and external partners;
- Ability to work independently and collaborate effectively as a member of a team
- Understands and comfortable in complexity and ambiguity

Key Organizational Competencies:

- **Think Strategically:** Think broadly to build long-term success; understand health care system impacts and maintain internal alignment.
- **Develop People:** Grow leadership capacity by investing time and resources to attract, retain and develop people. Build skills.
- **Be Agile:** Quickly respond to and shape an ever-changing health care system. Adapt, navigate and thrive in changing circumstances.

- **Act as One Organization:** Align on and build consistent business processes; set standards to ensure effective, quality health care delivery.
- **Nurture Partnerships and Relationships:** Cultivate effective and influential working relationships (internal and external) and collaborate to achieve mutually beneficial goals. Work effectively across the system.
- **Build Credibility:** Take personal ownership for delivering results and adding value in every interaction. Continually earn our place as a critical player in the Health Care landscape.

Qualified applicants are invited to submit a covering letter and resume to HQORes@hqontario.ca by 4:30 p.m. on the closing date, quoting the above competition number as well as your name. We thank all candidates for their interest, however, only those selected for an interview will be contacted.

Health Quality Ontario is committed to meeting the needs of all individuals in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code. Should you require accommodations during the recruitment and selection process, please contact Human Resources

For additional information on Health Quality Ontario, please visit our website at www.hqontario.ca.