



Where ideas work

**Assistant Deputy Minister, Health Workforce Planning
Compensation and Beneficiary Services
Ministry of Health
Victoria**

The Ministry of Health has overall responsibility for ensuring that quality, appropriate, cost effective and timely health services are available for all British Columbians.

The Assistant Deputy Minister is responsible for leading health sector workforce planning and working with health system partners to develop provincial strategies to ensure the province's health care workforce is deployed to effectively meet patient and population needs and achieve meaningful health outcomes.

The position is responsible for developing strategies to ensure compensation policies and programs for physicians and other service providers are aligned with the Ministry's strategic direction for the health system and deliver value for money in terms of quality and cost effectiveness, and, for effectively administering the province's medical beneficiary programs under the Medical Services Plan.

Finally, the position is responsible for directly negotiating a number of provincial agreements with professional associations, and for ensuring these agreements are implemented and all parties meet their obligations. Likewise, the position is responsible for ensuring the Ministry's interests are represented in negotiations between the Health Employers Association of BC and health sector unions and bargaining associations, and for maintaining positive relationships with organizations representing the workforce in BC.

This ADM role has a large portfolio that provides leadership and direction for four core functional areas:

- Workforce Planning and Priority Initiatives
- Compensation Policy and Programs
- Medical Beneficiary Services
- Negotiations and Agreements

The ideal candidate will possess a University degree, graduate degree preferred, and has extensive senior leadership experience in a large complex performance-focused organization. Success in this role involves the ability to lead, and manage strategically, complex sector wide negotiations; communicate effectively with numerous diverse groups and stakeholders; and, to ensure the successful resolution and efficient implementation of negotiated agreements. You are a seasoned visionary leader with superior organizational and change management skills. You understand and have the ability to resolve issues in a complex political environment.

The ideal candidate will have experience in and knowledge of the health field.

Please review the Qualifications in the job profile below for more information. To express your interest in this opportunity, please email your cover letter and resume to Executive.Recruitment@gov.bc.ca by September 15, 2017. The appointee will be required to consent to a criminal record check. Thank you to all who express interest.

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Ministry Overview

The Ministry of Health has overall responsibility for ensuring that quality, appropriate, cost effective and timely health services are available for all British Columbians. The British Columbia health system is one of our most valued social programs - virtually every person in the province will access some level of health care or health service during their lives.

The Ministry works with health authorities, health care providers, agencies and other organizations to guide and enhance the Province's health services to ensure that British Columbians are supported in their efforts to maintain and improve their health. The Ministry provides leadership, direction and support to health service delivery partners and sets province-wide goals, standards and expectations for health service delivery by health authorities. The Ministry enacts this leadership role through the development of social policy, legislation and professional regulation, through funding decisions, negotiations and bargaining, and through its accountability framework for health authorities and oversight of health professional regulatory bodies.

Position

Reporting to the Associate Deputy Minister, the Assistant Deputy Minister (ADM) is the primary point of contact between government, health authorities, and professional associations and unions for the purposes of compensation, negotiations and labour relations related issues. The ADM provides the key linkage between the Ministry and health authorities for health human resource planning for physicians, nurses and allied healthcare professionals, and leads priority programs, initiatives and activities related physician compensation and the interpretation of the *Medicare Protection Act* and regulations and provides policy direction to Health Insurance BC in the operation and administration of the Medical Services Plan.

Program & Accountabilities

The ADM, Health Workforce Planning, Compensation and Beneficiary Services is required to develop and maintain effective working relationships with Health Authority CEOs and VPs, Health Employers Associate of BC, Public Sector Employer's Council and a significant number of stakeholder organizations (including but not limited to professional associations and unions; the UBC Faculty of Medicine) in order to effectively carry out the following accountabilities.

Specific accountabilities by program area include:

Workforce Planning and Priority Initiatives

- Leads the Ministry's annual provincial health workforce planning process with health authorities and other health system partners to enable evidence-informed decision-making with respect to the future of the health workforce.
- Primary point of interface internally within the Ministry as well as externally with health authorities and other health system partners for the purposes of effectively

communicating with the sector and ensuring coordination, engagement and collaboration to achieve the objectives.

Compensation Policies and Programs

- Responsible for provincial policy and programs for physician services, including the Medical Services Commission Payment Schedule (Fee for Service), Alternative Payments Program, Population-Based Primary Care Funding, Rural Programs and Incentives, the Medical on Call Availability Program, and others.
- Responsible for developing new compensation policy and programs for physicians, nurse practitioners and other health professionals that support team-based approaches to care and ensure value for money.

Beneficiary Services

- Establishes beneficiary services policy for the Medical Services Plan (MSP) including eligibility, enrolment, residency, premiums, out of country medical funding, and the Travel Assistance Program.
- Leads policy and legislation changes and amendments to MSP services relating to the BC Services Card.
- Leads and directs the policy and approach with Health Insurance BC, which provides operations services for MSP on behalf of the Ministry.
- Leads policy and manages the Supplementary Benefits Program, including implementing negotiated agreements for Acupuncturists, Chiropractors, Dentists, Massage Therapists, Midwives, Naturopaths, Physical Therapists and Podiatrists.
- Provides policy advice and support to the Medical Services Commission and issues related to extra-billing by physicians.

Negotiations and Labour Relations

- Responsible for ensuring provincial agreements with professional associations and unions in the health sector support the Ministry's strategic agenda for the health system and agreements are fully implemented and commitments are met by all parties.
- Provides strategic advice to senior executive and proactively manages negotiations related issues.
- Participates in dispute resolution processes related to negotiated agreements.
- Key point of contact with professional associations and unions in the sector and maintains positive relationships to support effective communication and engagement on Ministry policy objectives.

The ADM participates as a full member of the Ministry's Executive Committee and is responsible for the organizational health and stability within the division, including divisional service planning within the context of the Ministry strategic plan, and employee engagement and productivity.

Position Linkages

- Minister, Deputy Minister, Associate Deputy Ministers: provide expert advice and recommendations related to issues management, and program and policy development
- Cabinet and Caucus Committees: provides, as necessary, reporting, expertise, advice and recommendations for subjects falling within the purview of the ADM, including physician and other health human resource negotiations
- External Stakeholders: develops significant relationships with key ministry and health sector professional organizations and partners. Provincial and Inter-jurisdictional committees and

councils: represents BC on the Federal/Provincial/Territorial Advisory Committee on Health Delivery and Human Resources; chairs the provincial Health Human Resources Strategy Council; co-chairs the Medical Education Financial Stewardship Committee; represents the ministry on the BC Academic Health Council; various other high level, high profile councils

- Ministry Executive Committee: works with colleague ADMs within the Ministry to support the successful achievement of Ministry strategic goals and objectives

Qualifications

The ideal candidate will possess a University degree, graduate degree preferred, and has extensive senior leadership experience in a large complex performance-focused organization. Success in this role involves the ability to lead, and manage strategically, complex sector wide negotiations; communicate effectively with numerous diverse groups and stakeholders; and, to ensure the successful resolution and efficient implementation of negotiated agreements. You are a seasoned visionary leader with superior organizational and change management skills. You understand and have the ability to resolve issues in a complex political environment.

The ideal candidate will have experience in and knowledge of the health field.

Credibility; ability to develop and encourage innovative change; a record of developing people through coaching, managing performance and mentoring; demonstrated fiscal management and budget planning skills; a track record in positions demanding confidentiality and discretion; ability to prepare and present complex issues to senior government officials and Ministers; ability to prioritize work in alignment with business goals and act in accordance with strategies, objectives, or goals; well-developed analytical, conceptual and strategic management skills; excellent verbal and written communications skills to represent the Ministry in dealings with clients and the general public.

Competencies

To achieve government's **Vision**, ADMs must position and structure their organization to maximize its effectiveness. ADMs practice **Strategic Thinking** in translating the vision to goals and strategies, and support their accomplishment through facilitation and leading change.

In **Stakeholder Relationships**, ADMs ensure that they are enhancing the organization's relationships with external partners and stakeholders. This includes building strategic alliances, managing conflicts, negotiating effectively, and effectively communicating ideas, analyses and proposals to stakeholders.

ADMs model **Integrity and Authenticity**, building a culture of trust, integrity, risk taking and creative thinking in the organization through demonstrating personal integrity, using feedback to self-improve, following through on commitments and acting consistently with the espoused values and culture of the organization.

In **Leading People**, ADMs must motivate, empower and lead employees to accomplish goals and objectives, rewarding high performance, promoting empowerment and developing their employees, providing opportunities for growth, and managing issues with their organization.

The professional values of the BC Public Service . . .
Courage, Teamwork, Curiosity, Service, Passion, Accountability
Always with integrity