

Date: October 4, 2021

Job Title: Associate Deputy Minister, Performance and Oversight Division; Assistant Deputy Minister and Executive Financial Officer, Finance Division; Assistant Deputy Minister, Insurance Division; and Assistant Deputy Minister, Health Policy and Planning Division

Department: Manitoba Health and Seniors Care

Location: Winnipeg, Manitoba

Employment Type: Regular Full Time

Position Overview

The Department of Manitoba Health and Seniors Care (MHSC) oversees the largest budgetary expenditure within the Government of Manitoba.

The department administers one of the most complex and publicly visible social programs provided by the government.

Our mandate is to meet the healthcare needs of individuals, families and their communities by leading a high quality, safe, responsive, sustainable, health system that provides the right care, in the right place, at the right time.

In addition to some services provided directly by the department, health services are provided by a variety of organizations, including:

- the Service Delivery Organizations (SDOs) (i.e. the five regional health authorities, Shared Health and CancerCare Manitoba)
- organizations that provide services under a grant, funding or service purchase agreement
- physicians and other service providers who bill fee for service through the department's claims systems

Recently the department has been heavily involved in health transformation efforts and the COVID-19 pandemic response. These efforts include:

- The Manitoba Health and Seniors Care Transformation Program, which has been established to guide the thoughtful planning and phased implementation of efforts aimed at improving the quality, accessibility and efficiency of health-care
- The Department's pandemic response, which will continue well-past the end of the global pandemic. The department's focus will shift to stabilization of the health system post-pandemic (health human resources). The department will also focus on recovery from the pandemic (service backlogs)

Currently MHSC is seeking to fill four key senior leadership positions on its Executive Management team that have arisen through retirement, promotion and restructuring:

- **Associate Deputy Minister, Performance and Oversight**
- **Assistant Deputy Minister and Executive Financial Officer, Finance Division**
- **Assistant Deputy Minister, Health Policy and Planning Division**
- **Assistant Deputy Minister, Insurance Division**

Associate Deputy Minister, Performance and Oversight

This is a new position that will lead the newly created Performance and Oversight Division. The purpose of this division is to support the SDOs to optimize their performance so that they can provide quality care for Manitobans, while ensuring effective and efficient use of resources across the provincial health system. This division monitors performance of the health system SDOs against their Accountability Agreements, their annual plans and provincial mandates.

This leader will act for the Deputy Minister and facilitate, integrate and organize cross division working to ensure there is clear understanding and improvement strategies undertaken by the department to:

- improve provincial health system performance
- manage health system enterprise risk
- perform active monitoring to assess variations by SDOs from their approved plans
- utilize the most effective and targeted intervention strategies to drive performance improvements within and across SDOs

This role represents an exciting leadership opportunity to introduce and implement a health system commissioning model in Manitoba. This model has been in well-established use in many high-performing health systems and is being implemented in Manitoba through a health transformation project called Commissioning and Accountability Management.

This leader will assume the business leader role on the Commissioning and Accountability Management project within Health Transformation.

This leader will use their well-established coaching and development skills to support staff across the department and the SDOs in the successful adoption of this model.

This leader will also oversee the newly established provincial health information management and analytics shared service. This includes the establishment of service agreements with the SDOs for this provincial shared service.

Assistant Deputy Minister and Executive Financial Officer, Finance Division

Representing more than 1/3 of the total provincial government budget, this leader is an experienced financial professional, responsible for maintaining strong financial budgeting and reporting functions and strong financial management.

This division operates as a shared service supporting the departments of Health and Seniors Care, and Mental Health, Wellness and Recovery.

The ADM provides leadership to ensure that the departments' financial management functions are efficient, effective and performed in accordance with Canadian public sector accounting standards.

This leader works closely with Manitoba Finance, including Treasury Board Secretariat and the Office of the Provincial Comptroller, to meet their financial budgeting and reporting requirements.

The ADM will have an established track record of effective staff coaching and development. This will help support and strengthen the financial capability at the department so that the division staff can work closely with all divisions of the department and the SDOs to provide expert financial services and to help all divisions and SDOs to achieve their respective mandates.

Assistant Deputy Minister, Health Policy and Planning Division

The ADM will lead the Health Policy and Planning Division. Working closely with the provincial health system, this leader will optimize provincial planning across various service delivery areas. The goal of this work is to ensure that initiatives that address needed healthcare services for Manitobans are effectively planned and advanced.

The ADM of Health Policy and Planning will align health system policy and planning with provincial strategy and direction.

This leader and their division will work with health system SDOs and the departments across government to ensure this integration and alignment.

The ADM will bring strong coaching and development skills to help department staff develop and maintain effective and productive working relationships with SDO staff at multiple organizational levels.

The division will lead the government's authority-seeking processes for provincial clinical and preventive service planning. They will work closely with Performance and Oversight division in commissioning the health sector for the approved plans/services.

Another key focus of the division will be on supporting key and emerging government mandates. For the next two years, a prime focus of this division will be on the development and implementation of a provincial Seniors Strategy.

Assistant Deputy Minister, Insurance Division

The ADM will lead the Insurance division, which has a focus on ensuring eligible Manitobans are provided with appropriate and sustainable insured services as prescribed by The Canada Health Act, as well as provincially funded benefits as prescribed by The Health Services Insurance Fund, The Pharmaceutical Act and The Prescription Drug Cost Assistance Act. The Division actions timely processing of claims for insured services and provincially funded benefits.

The ADM will bring a strong customer service orientation and experience to oversee the Department Services Branch, which manages many support services for the I department, including customer responses (Ask Health) and correspondence. This area has seen significant

volume increases as a result of the COVID-19 pandemic.

Two added areas of focus for the ADM in this division will be:

- Overall oversight of the medical remuneration portfolio across the health sector and department.
- The Department lead; working closely with Shared Health and other departments, on strategic health labour relations matters. This will include representing Manitoba at the Federal, Provincial, and Territorial Committee on Health Workforce.

Working closely with the health SDOs and other government departments, this role will perform consolidated oversight on the \$1.4 Billion medical remuneration portfolio.

Individuals are asked to identify the roles of particular interest from the description of the divisions listed above.

Relocation support to Winnipeg is available, interested individuals residing outside of the City of Winnipeg and the Province of Manitoba are encouraged to apply.

The Associate and Assistant Deputy Ministers will:

- Lead the development of strategic objectives, financial and business plans, and operating principles that are consistent with government direction, department goals and public expectations; evaluate outcomes and ensure all legal and reporting requirements are met
- Direct the management of the human and financial resources for the Division to deliver on operational and strategic mandates, ensuring the appropriate allocation of resources to maximize efficiency
- Develop relationships with internal, cross department and external stakeholders and lead cross-department and corporate initiatives
- Support the Deputy Minister by providing strategic options, comprehensive policy advice and recommendations using internal and external expertise
- Provide effective briefings and advice to the

- Minister and Cabinet
- Work as a member of the Executive team to help successfully complete health sector transformation initiatives
 - Build a respectful workplace culture that promotes diversity, learning and continuous improvement
 - Coach and mentor the management team and support individual and team development
 - Provide leadership and support in addressing organizational resilience

Skills, Knowledge and Abilities

You will be a seasoned senior leader with superior management and strategic leadership abilities grounded in program and service delivery. You will have the ability to foster a culture that is supportive of positive organizational change and innovation. You will demonstrate the following selection criteria:

- Post-secondary education in Public Administration, Health related administration or other related discipline
- Senior Management experience with responsibility for significant human and financial resources
- Experience translating strategic priorities into clear operational and business plans and delivery of results
- Experience providing leadership and direction in the design and implementation of legislation, policies and programs
- Strong verbal and written communication skills with experience managing complex high level internal and external stakeholder relationships in a collaborative manner
- Demonstrated ability to deal with ambiguity, leverage opportunities for innovation and find creative solutions to issues
- Demonstrated resilience and the ability to respond to challenge in a professional, inclusive and constructive manner
- Strong financial acumen with experience in budgeting and financial management
- Proven political acuity and ability to manage complex issues within an organization with high public profile and scrutiny
- Knowledge of effective practices in change management along with hands-on experience leading large scale change initiatives
- Ability to support a performance driven, respectful and innovative team culture
- Proven track record in staff coaching and development
- Experience building relationships with Indigenous people and implementing the principles of reconciliation

In addition, applicants to the EFO/ADM role will be required to demonstrate:

- A recognized accounting designation with post-secondary education in public administration or business administration. An acceptable equivalent combination of education, training and experience that demonstrates strong financial management expertise may be considered
- Extensive experience in preparing large and complex budgets, financial analyses and financial submissions is required. Preference will be given to individuals with knowledge of government budgeting processes

About the Government of Manitoba

The Manitoba government offers rewarding careers to its employees who deliver hundreds of programs and services to the public. The government has a wide variety of departments, reflecting over 700 different types of jobs, located in communities across the province.

We are an employer that has a commitment to integrity, respect, diversity, inclusion and advancing reconciliation. The Manitoba government has a committed, caring and creative workforce that is passionate about contributing to and improving services to our communities and the lives of Manitobans.

Transforming the Manitoba Public Service

It is an exciting time to be a public servant in Manitoba. We are in a period of profound technological, environmental, and socioeconomic change that compels us to evaluate the nature of our work and the essence of our culture.

[Transforming Manitoba Public Service: A Strategy for Action](#) was designed to help the public service move forward in a unified way. Created as a long-term strategy to modernize the public service, it guides the transformation of both the work and the culture of the Manitoba public service.

As part of the senior management team, you will be a leader in creating the conditions necessary to foster a public sector culture for the future.

About Manitoba

The province of Manitoba is home to almost 1.3 million people who have a well-deserved reputation for being among the friendliest in Canada. No matter what your interests are, Manitoba offers everything from Polar Bear expeditions to gallery tours.

Our capital city, Winnipeg, has a population of over 700,000 and is located at the geographic centre of North America. Home to the world renowned Royal Winnipeg Ballet, the Canadian Museum for Human Rights and the NHL's Winnipeg Jets, Winnipeg is one of Canada's most historic and beautiful cities. Offering you four distinct seasons and the highest number of sunlight hours in Canada, you are guaranteed to find the life you're looking for in Manitoba.

Come see for yourself!

