



December 1, 2024

Job Posting (Internal and External)

Innovation and Interprofessional Team Coordinator (Part-time)

About the Centre of Arthritis Excellence (CArE)

The Center of Arthritis Excellence (CArE) is funded by the Ontario Ministry of Health to deliver a community-based arthritis program under a not-for-profit governance model. CArE delivers community-based care for arthritis and associated conditions to provide patients with timely assessment, effective treatment, and education grounded in self-management principles and based on decades of ground-breaking and innovative arthritis teamwork.

Our services are delivered by an interprofessional team that includes Rheumatologists and allied healthcare professionals (Pharmacists, Occupational Therapists, Physiotherapists, and a Health Educator).

Job Summary

The Innovation and Interprofessional Team Coordinator is an integral member of the Leadership Team, working closely with the Executive Director and Medical Lead. The Coordinator collaborates with other healthcare professionals for best practice in arthritis care.

The Innovation and Interprofessional Team Coordinator's role is to work in partnership with the Medical Lead and under the direction of the Executive Director to support the CArE Strategic Plan. The Coordinator will mentor the team, ensuring it functions within a transdisciplinary model of care.

The Innovation and Interprofessional Team Coordinator will support the Executive Director and co-lead clinical focused Strategic Plan deliverables such as quality improvement, data tracking, program development, collaboration with external partners and research partnerships. The Interprofessional Team Coordinator is a part-time position and may carry a caseload, if needed.

The Innovation and Interprofessional Team Coordinator will collaborate with the Executive Director and Medical Lead to lead the co-design and implementation of patient education programs provided in a group workshop format which may be a blend of face-to-face and/or virtual in the areas of Inflammatory Arthritis, Osteoarthritis, Fibromyalgia, and Osteoporosis. The Innovation and Interprofessional Team Coordinator will train and mentor the CArE team to develop advanced skills in arthritis assessment, patient education and patient self-management strategies.

The Innovation and Interprofessional Team Coordinator has clinical expertise to lead the triage team and complete daily triaging of referrals and telephone messages to determine urgency and facilitate timely access for care.

The Innovation and Interprofessional Team Coordinator is expected to coordinate and implement interprofessional student teaching placements and preceptorships which includes the design and regular review of orientation packages and evaluating student experiences. The Coordinator will lead the development and delivery of presentations to community groups and external partners with the approval of the CArE Executive Director.

The Innovation and Interprofessional Team Coordinator will ensure the daily collection of workload statistics for review and analysis. The Innovation and Interprofessional Team Coordinator will regularly audit clinical documentation in the CArE electronic medical record for quality improvement, reporting and privacy policy compliance.

The salary range for this part-time position is \$43.50 to \$47.15 hourly, with additional Healthcare of Ontario Pension Plan (HOOPP) benefits.

Artificial Intelligence (AI) will not be used for applicant screening.

Job Requirements

Education:

- Degree in in a Regulated Health Profession
- Current license to practice by affiliated Ontario Regulated Health Profession College and member in good standing
- Master's degree preferred
- Completion of Advanced Clinical Professional in Arthritis Care (ACPAC) or equivalent preferred
- Post-graduate education in chronic disease self-management
- Post graduate leadership training preferred

- Diversity, equity, and inclusion training preferred

Experience:

- Experience in arthritis care
- Experience working in a transdisciplinary model of practice
- Experience in patient education and self-management of chronic disease
- Experience working in community healthcare settings
- 3-5 years' experience in a leadership role
- Experience teaching and mentoring students and/or health care providers in academic and/or clinical settings
- Experience in health practitioner education program design and evaluation
- Experience in quality improvement and clinical program design

Professional Affiliations/Memberships (preferred)

- Arthritis Health Professions Association
- Professional Associations provincial and/or national

Additional Skills/Abilities:

1. Teamwork/Collaboration

- Ability to work within a transdisciplinary healthcare team to meet the needs of CArE patients and improve outcomes through individual and group assessment/review.
- Strong leadership abilities to coach and mentor team skill and knowledge development
- Strive to meet team professional goals ahead of individual professional goals
- Ability to engage with community partners to identify resources to support the needs of CArE patients
- Commitment to support the mandate of the CArE Board of Directors and the organization's Strategic Plan

2. Individual Leadership/Influencing

- Leadership qualities to lead various CArE projects, programs, research and quality improvement initiatives

- Be prepared to contribute professionally on CArE through posters, publications, and presentations to professional groups
- Knowledge of the Ontario Healthcare System and strategic priorities
- Ability to provide leadership support to the Executive Director and team

3. **Customer Service**

- Committed to meet the needs of CArE patients, ensuring the patients identify and acknowledge their personal treatment goals
- Work with other healthcare professionals and partners, ensuring ongoing treatment and follow-up/monitoring of care
- Advanced understanding of the approach to addressing diversity, inclusion and equity within Ontario Health Care System

4. **Analysis/Problem Assessment/Communication**

- Using relational skills effectively, gathering information in a non-confrontational manner, following logical sequence in discussion, focusing on the needs of the patient
- Listen and empathize, using a patient centred approach to care to enhance patient experience
- Ability to assess/confirm the patient's understanding of the risk versus benefit process and the perspective on treatments and recommended care plan.
- Support the development of patient self-management skills and strategies.
- Ability to lead team meetings and action outcomes
- Effective communicate skills (verbal and written) to support a positive team culture

To apply to this part-time position, please forward your resume to:

Diane Tin
Executive Director
Centre of Arthritis Excellence
108 – 465 Davis Drive,
Newmarket ON
diane.tin <at> carearthritisteam <dot> ca

We thank everyone for their interest; however, only those selected for an interview will be contacted.