



**JOB POSTING: ADDICTION SERVICES CENTRAL ONTARIO -
JOB POSTING 2023.34C**

**STRATEGIC ADVISOR OHT & STUDENT PLACEMENT SUPERVISOR
12 MONTH CONTRACT**

Addiction Services Central Ontario (ASCO) is a charitable, community-based addiction services organization with its main office located in Aurora, Ontario and provides programs and services in York Region, South Simcoe and some parts of Toronto. To better reflect the people and communities we serve, our name has changed from Addiction Services for York Region to Addiction Services Central Ontario. Be sure to visit our website: <https://helpwithaddictions.ca>.

ASCO unites to offer hope and promote recovery through outstanding service and innovation. Addiction Services Central Ontario takes pride in its passion for client service. Each day presents new opportunities to demonstrate leadership and expertise in addictions to the community. ASCO embraces a holistic, biological, psychological, social and spiritual approach to addiction. A holistic approach places the person at the centre. The agency uses a harm reduction approach in addiction treatment and equally respects individuals who choose abstinence or harm reduction. ASCO's four strategic priorities are: Organizational Excellence, Building Awareness, Service Expansion and Strategic Partnerships and Collaborations.

Addiction Services Central Ontario is seeking a highly motivated and energetic individual for the position of **Strategic Advisor OHT & Student Placement Supervisor**.

This position reports to the Director, Quality Assurance and works closely with members of the Leadership Team as the agency continues its active involvement in the development and implementation of Ontario Health Teams (OHT's) in York Region, North York and South Simcoe to support the mission and strategic directions of the agency, leveraging expertise in health system planning, policy and analysis. This position is part of the broader agency Leadership Team and is actively involved in representing and supporting the agency in Ontario Health Team meetings and other meetings, as determined by the Agency. This position will also be responsible for student placement activities within the organization including liaising with educational institutions to identify placement opportunities, interviewing students, and working with the Leadership Team to provide supervision to accepted students while completing placements.

About the Opportunity

This is a 12 month Full-time Contract position, for 35 hours per week. Evening and weekend work may also be required.

This position will be based at our head office in Aurora, and the incumbent may be expected to travel to other ASCO offices or locations.

ASCO is required to follow all public health and provincial directives as well as of those of our Ontario Health Team partners as related to the pandemic and other health issues that may come forward, including but not limited to vaccination requirements.

Why work at ASCO?

- Attractive Salary between \$93k - \$97k
- 3 weeks' Vacation (15 days)
- 3 Flex Days to be taken throughout the year
- 15 days' Paid Personal time
- Education Allowance provided up to \$300
- 5 Education Days for professional development
- Comprehensive Benefits package
- Employee Assistance Plan
- Various employer-paid training programs
- Mileage reimbursement when required

Duties and Responsibilities include but are not limited to:

General

- Actively support the Leadership Team in the development and implementation of OHTs that include ASCO.
- Ensure the agency leadership has a strong understanding of the opportunities, challenges and possible solutions associated with the Agency's participation in the development and implementation of Ontario Health Teams.
- Act as an agency representative on OHT working groups and other committees, as determined by the Agency.
- Provide project management leadership, development and implementation of other projects within the agency, as determined by the Agency.
- Identify opportunities for ASCO student placements, and work with educational institutions and the Leadership Team to support students in clinical and non-clinical student placements, including, but not limited to confirming required supervision for all students on placement in the Agency.

Operations

- Lead, organize and provide recommendations on the agency position as OHTs continue their development.
- Analyze data and reports to help determine agency position.
- Identify risks for the agency and recommend solutions.
- Lead, organize and prepare internal reports and presentations to assist in keeping the agency informed about OHT activities and to assist in making decisions, including identifying opportunities and risks.
- Support organizational planning as it relates to changes required to support OHT implementation.
- Support agency data collection as required by each OHT team in the planning and implementation phase.
- Actively work with the Leadership Team to identify need and capacity for student placements in the agency, and facilitate matching placement opportunities with supervisor(s) for student(s).
- Actively work with educational institutions to facilitate internal and external student placements.
- Actively work with multiple OHTs, leading and coordinating initiatives through committee involvement.
- Actively participate as a member of an OHT Backbone, as determined by the Agency.

Relationship Management

- Engage with ASCO Clinical Leadership Team as needed to enable a sound clinical voice for the agency at OHT meetings.
 - Build, maintain and strengthen OHT-related relationships with community agencies, acute care, primary care, other health care providers and other stakeholders.
 - Provide recommendations on additional relationships to further the agency's leadership and involvement in OHTs.
 - Collaborate on providing recommendations to support the overall strategic directions of the agency.
 - Build and maintain relationships with educational institutions as it relates to clinical and non-clinical student placements.
- Other duties, as assigned

Qualifications:

- Master's Degree (or in progress) in Health Administration or related degree or an equivalent of 8-12 years' work experience in the health system
- Demonstrated understanding of the work of clinical treatment organizations
- Demonstrated relationship building and relationship management experience
- Demonstrated understanding of Ontario Health Teams and the role they play in the provincial health system
- A solid understanding of addictions and/or mental health issues faced by individuals in the community
- A strong understanding of public policy development
- Ability to analyze large amounts of data and identify trends
- Demonstrated ability to collaborate with a diverse team and different stakeholders
- Sound knowledge, awareness and understanding of anti-oppression and anti-racism (AOAR) practices
- Understanding of risk management principles
- Excellent inter-personal skills
- Excellent communication skills, both written and oral (English); the ability to communicate in French, a definite asset; the ability to communicate in another language, an asset
- Highly developed program and operational management skills
- Strong computer literacy, including full competency in Microsoft Office programs (Outlook, Word, Excel and PowerPoint)
- Strong attention to detail, excellent organizational skills, and sound problem-solving ability are required
- Understanding of a unionized environment, an asset

Other Requirements:

1. Valid driver's license: ability to travel in own vehicle with appropriate insurance coverage
2. A successful Police Vulnerable Sector Check, as per agency policy and protocol.

Please apply by sending your resume and cover letter detailing what interests you about this opportunity and experience you have that sets you apart from others. External Applicants: [APPLY HERE](#). Deadline: Until filled.

Contact email: careers@helpwithaddictions.ca

The process we will undertake to recruit for this role includes:

- Initial screening of resumes and covering letters
- Those who are successful in moving through the initial screening process, will be asked to participate in a brief telephone interview
- Those who are successful in the telephone interview will be asked to attend a face-to-face interview to gain a better understanding of the role, as well as, provide you the opportunity to discuss how your experience fits well with this opportunity.

We are an equal opportunity employer and welcome applications from diverse individuals who self-identify on the basis of any of the protected grounds under the Human Rights Code, and we encourage you to reflect upon the diversity you would bring to this role within your application. We are wholly committed to integration and to building a diverse, inclusive, accessible and respectful workplace where every employee has a voice and is given the opportunity to fully contribute, ensuring an equal employment environment without discrimination or harassment, while maintaining the independence of individuals and removing barriers to accessibility in the workplace. We remain committed to full compliance with the Human Rights Code, the Accessibility for Ontarians with Disabilities Act, the Occupational Health and Safety Act, and all other applicable legislation.

ASCO is committed to diversity within its community and especially welcomes applications from racialized persons/persons of colour, women, Indigenous people, persons with disabilities, LGBTQ2 persons, and others who may contribute to the further diversification of ideas. Applicants who require special accommodation in order to complete their application/interview are encouraged to contact our HR representative of the accommodation measures required which will enable you to be interviewed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

WE WELCOME ALL APPLICATIONS, HOWEVER ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED