



Executive Director

The Clarence Rockland Family Health Team, located on the river in a semi-rural community about 25 minutes east of Ottawa, is searching for an Executive Director. Our clinic was custom built to meet the needs of a rural family practice, and provides care for roughly 22,000 people. We have a strong focus on workflow and efficiency; and we operate as an integrated team where everyone works together to provide comprehensive, accessible and coordinated primary health care to the residents of Clarence-Rockland.

The Executive Director (ED) will provide inspirational leadership and operational guidance to the clinic, and will work closely with the physicians and the Board to drive forward with the Clinic's mission and vision.

Proactive, values-driven and patient focused with a collaborative management style, the ED is dedicated to team-building, quality improvement and innovation. S/he is a skilled communicator capable of building strong relationships with the physicians, staff, patients, the community, other healthcare organizations, Ontario Health, and the Ministry of Health and Long Term Care.

If you have the experience, enthusiasm and motivation to take on this challenge, please send your application **no later than October 25th 2024** to hr2@crfht.ca or via fax at 613-446-5737. We welcome all applicants, but only those candidates selected for an interview will be contacted.

REQUIREMENTS:

- Bachelor's Degree in Health or Business Administration or a combination of related education and experience
- At least 5 years' experience in primary care
- Experience managing a healthcare clinic or organization of similar complexity
- Experience with provincial health care organizations
- Skilled in developing and maintaining effective working relationships with staff, patients, and external agencies
- Excels at leading and working in a team environment
- Solid management experience in strategy, planning, budgeting, and operations
- Demonstrated skills in planning, organizing, delegating and supervising
- Able to maintain confidentiality in all matters and to perform all duties in an ethical manner
- Able to take initiative and to exercise independent judgment, decision-making and problem-solving expertise.
- Able to communicate fluently, verbally and in writing, in both French and English
- Strong computer skills