



PROJECT MANAGER

POSITION SUMMARY:

The Project Manager role will be responsible for leading the planning and implementation of digital health initiatives for the organization. You will play a crucial role in advancing healthcare and making a significant impact in the community. One of the primary initiatives for this role will be working closely with stakeholders across the sector to support the movement to more integrated care and information.

WHAT YOU'LL DO:

- Lead and manage the overall project management responsibilities associated with the relevant portfolios.
- Develop and manage project plans and project timelines/milestones using appropriate tools.
- Manage assigned project staff, including allocation of staff resources, delegating, scheduling and prioritizing of staff workloads and developing, mentoring and coaching others.
- Proactively identify and manage changes in project scope and devise contingency plans as required.
- Manage risks by balancing client expectations, project scope and taking early action to resolve problems.
- Effectively communicates project expectations to team members and stakeholders in a timely and clear fashion, including preparing regular reporting as required to communicate activity and progress, milestones and other key project metrics.
- Commits to an approach to project design and implementation that constantly builds towards a health system with equity of access, quality and care outcomes.

MUST- HAVES:

- Bachelor's Degree in Health Informatics, Engineering, Business Administration or related discipline from an accredited institution is required;
- Minimum 5+ years direct project management experience.
- Experience leading and successfully implementing technology based projects in a healthcare setting is required.
- Demonstrated experience establishing and maintaining effective relationships with clients, vendors and team members.
- Experience in developing and executing communications, engagement and adoption plans. Strong presentation, writing, and/or training skills.
- Excellent written and oral communication skills in order to create correspondence and reports, and prepare presentations and educational materials

Company: TransForm Shared Service Organization

Location: Remote (must be a resident of Ontario)

Posting Period: May 16, 2023 to June 6, 2023 Closes 4:00pm

Employment Type: Temporary, Full-Time, 12 month term.

Benefits: Pension, Vacation, Wellness days and more. Visit our [website](#) for more details

Scope: Internal & External.

Conditions: Current business reference checks, vulnerable sector police clearance, and immunization medical clearance



WE VALUE:

- Demonstrated knowledge and experience with project management processes, principles, and tools; Project Management Professional (PMP) certification is an asset.
- Ability to learn and adapt quickly, navigate stakeholder interest, and deliver measurable results.
- Proficient use of related management software, such as MS Project, MS Visio, MS Office.

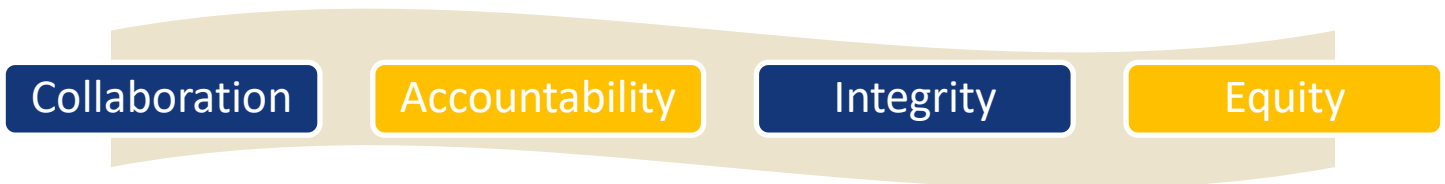
OTHER CONDITIONS:

- Minimal exposure to disagreeable conditions typical of an office position: exposed to stress and pressure associated with multiple priorities and deadlines
- Must be able to travel within the Southwestern Ontario area, when required
- Must be able to work evenings and weekends, when required

ABOUT US:

TransForm Shared Service Organization, a non-profit, unique, innovative, results-driven organization founded by hospitals in the Erie St. Clair region. Our services include: information technology and information management support, sourcing and contract management, purchasing and logistics services, as well as project management. Our Mission is to deliver exceptional service and create new innovative ways to support the health system by enhancing value and improving patient outcomes. If you are service oriented, dedicated to exceeding performance expectations and interested in reaching your full potential, TransForm is for you! We welcome and appreciate your interest in our organization. Want to know more about TransForm? Visit our [website!](#)

TEAM BEHAVIOURS:



HOW TO APPLY:

- ✓ Please email a copy of your cover letter and resume to HR@transformssso.ca.
- ✓ Reference the job and where you found the job posting in the subject line of the email.

TransForm is an equal opportunity employer and is committed to fair and accessible employment practices that attract and retain employees. Upon request, accommodations for disabilities will be provided to support participation in all aspects of the recruitment process.

By applying to this position, you are confirming you possess a Canadian citizenship or a permanent resident status or work permit.

We thank all applicants for their interest. Only those selected for an interview will be contacted.

TransForm is currently not accepting applications or solicitation from recruitment agencies. Thank you for your cooperation.

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