

Position Title:	<b>Lead, Hepatitis C Elimination, Engagement and Secretariat (Ontario)</b>
Service:	Knowledge Exchange
Reports to:	Director, Hepatitis C and Harm Reduction Knowledge Mobilization
Position(s) Supervised:	None
Status:	Full-time, Contract (two years)
Location:	Remote, Hybrid (Ontario-based)
Posting Date:	June 13, 2024
Salary:	\$95,000*

### **A. About the Ontario Hepatitis C Elimination Roadmap**

Through a comprehensive multi-year process, key stakeholders from across the province have developed a comprehensive plan to reach hepatitis C elimination in Ontario. The [Ontario Hepatitis C Elimination Roadmap](#) charts an ambitious path forward with recommendations that span policy, partnerships and new ways of working. Hepatitis C elimination would be a historic public health achievement, and is within reach, but only with dedicated and coordinated provincial efforts. Ontario is one of three provinces not on track to reach elimination by 2030, the national and global goal.

### **B. About CATIE**

CATIE strengthens Canada's response to HIV and hepatitis C by bridging research and practice. We connect healthcare and community-based service providers with the latest science, and promote good practices for prevention, testing, treatment and harm reduction programs. As Canada's official knowledge broker for HIV and hepatitis C, you can count on us for up-to-date, accurate and unbiased information.

Funded by the Ontario Ministry of Health, CATIE supports collaboration and coordination with other key Ontario stakeholders across the provincial system responding to Hepatitis C, including supporting the development of the Ontario Hepatitis C Elimination Roadmap.

### **C. Primary Role**

The Lead, Hepatitis C Elimination will mobilize a coordinated provincial response to build momentum across health care partners to eliminate hepatitis C in Ontario. Working closely with partners from multiple sectors, this position is responsible for leading strategic partnerships and collaborations, including with provincial health care partners, government, community agencies and researchers. This position is responsible for providing leadership to the core project team and is accountable to the Ontario Hepatitis C Elimination Roadmap Steering Committee Leadership Team. This position will work closely with a provincial counterpart based at the University Health Network, *Lead, Clinical Training, Guidance and Monitoring*. The location of this position is flexible in Ontario and can be full-time remote or a combination of full-time remote and at the CATIE office in Toronto. This position will travel provincially.

## **D. Key Responsibilities**

The Lead, Hepatitis C Elimination works collaboratively with policy and health system leaders, community health and clinical health care providers and will be responsible for advancing three key areas of work:

### **Job Responsibility #1: Stakeholder Engagement and Representation (40%)**

Representing the Ontario Hepatitis C Elimination Roadmap externally, and developing relationships with a broad range of stakeholders and partners in Ontario, the Lead, Hepatitis C Elimination is responsible for:

1. Strategic leadership and representation of the Ontario Hepatitis C Elimination Roadmap alongside the VIRCAN project lead and committee co-chairs.
2. Multi-year Ontario elimination plan: working with the core project team and members of the Ontario Steering Committee, manages the development and oversight of the Ontario Hepatitis C Elimination Roadmap implementation activities, including annual goals with key partners.
3. External relationships and communications:
  - a. Oversees external relationships and communications, to develop and strengthen partnerships and collaborations;
  - b. Continues to raise the profile and enhance the Ontario Hepatitis C Elimination Roadmap's reputation.
  - c. Supports health system leaders to advance hepatitis C policies and system resources, and works with health care organizations to support them to implement hepatitis C programs and services.
  - d. Builds and grows strategic alliances and partnerships with other Ontario, regional and population-specific stakeholders in support of the Ontario Hepatitis C Elimination Roadmap implementation.

### **Job Responsibility #2: Ontario Hepatitis C program and policy development and implementation (40%)**

Responsible for mobilizing provincial hepatitis C elimination efforts with a multi-sectored partnered network, the Lead, Hepatitis C Elimination is responsible for:

*Oversight across multiple collaborative projects:*

1. Manage and coordinate across multiple collaborative projects, including developing workplans and coordinating communications across work streams.
2. Work with the *Associate Director, Hepatitis C and Harm Reduction Knowledge Mobilization (CATIE)* and the *Lead, Clinical Training, Guidance and Monitoring (VIRCAN/University Health Network)* to align provincial implementation efforts.
3. Coordinates and provides leadership for the work of the core planning group team, alongside VIRCAN Lead, including weekly meetings, project updates, facilitating decision-making and other project duties.
4. Provides leadership for key work streams within the work plan, including facilitating collaborations with key provincial or local partners to identify and act on elimination opportunities

### *Ontario Implementation Working Groups and Steering Committee:*

1. In collaboration with VIRCAN lead, overall responsibility for overseeing implementation and monitoring the completion of key work streams within a two-year workplan with tangible deliverables and targets.
2. Cultivate and maintain key community and network partnerships, including developing and facilitating implementation and capacity building pilot projects.
3. Provide project management support to the Steering Committee, leadership team, committee subgroups and data collaborative and act as a liaison to support various working group.
4. Convene an implementation steering committee, including convening leadership and committee members with representation from health systems and community and clinical health processes.

### **Job Responsibility #3: Communications and Knowledge Sharing (20%).**

Responsible for core public facing communications.

1. Acts as one of the chief staff spokespersons for the Ontario Hepatitis C Elimination Roadmap with the media, government agencies and relevant community groups and other key stakeholders.
2. Effective, timely, and ongoing communication to support government stakeholders on key policy issues;
3. Work with VIRCAN/ University Health Network and web developers to inform development of an Ontario Elimination website.
4. Facilitate access to resources, training, and supports (providers and public).

### **E. Knowledge and Skills**

1. Master's degree (or equivalent education and experience) in a relevant field such as health policy, public health sciences, or any relevant field.
2. Demonstrated ability/experience leading large scale, multi-year and multi-stream projects.
3. An understanding of Ontario's health system. Knowledge of the hepatitis C or HIV sector is an asset.
4. Demonstrated ability to take initiative and work independently and collaboratively.
5. Proven track record working with and managing relationships with a variety of stakeholders to achieve aligned goals, including researchers, clinicians, community, policy and system leaders.
6. Strong problem-solving, project management and organizational skills.
7. An understanding of health equity, infectious diseases and population health.
8. An understanding of health data and evaluation frameworks.
9. Excellent English writing and editing skills.

### **Benefits of Working with CATIE**

CATIE offers:

- Flexible work
- A diverse, inclusive, and supportive team
- Generous leave entitlement
- Benefits that include extended health, dental, and life insurance

*Our team includes people from diverse cultural, ethnic and linguistic backgrounds. Although we are proud to offer all of our activities in French and English, internal communications are mostly in English.*

*CATIE is committed to employment equity and encourages applications from Black, Indigenous and racialized people, people of all gender identities and sexual orientations, and people with disabilities. CATIE also recognizes the need for experience, knowledge and guidance from communities disproportionately affected by HIV and hepatitis C, including people living with HIV or with current or lived experience of hepatitis C or substance use.*

*HIV and hepatitis C disproportionately affect many racialized communities, yet these communities are underrepresented in paid staff positions of many HIV and hepatitis C organizations, including CATIE. We are working to change this by prioritizing anti-racism in our work and our operations, and striving to create a diverse, equitable and inclusive environment for racialized people to work and thrive.*

*\* Recognizing that salary negotiations in the hiring process often increase gender and racial disparities, the posted salary is determined and fixed prior to candidate selection and is part of CATIE's commitment to pay equity.*

Interested applicants should visit our website at [www.catie.ca](http://www.catie.ca).

E-mail applications preferred. No phone calls, please. We thank you for your interest, however, only those applicants to be interviewed will be contacted.

**Deadline for applications:** Tuesday, June 25<sup>th</sup>, 2024

**Submit applications to:** [jobs@catie.ca](mailto:jobs@catie.ca)

**NOTE:** To reduce the number of "spam" responses to this posting, respondents must include the following text in the subject line of your e-mail: CATIE 2362.

Please submit your application using the following format **Last Name\_First Name\_CV**