Job Title: Manager, Outbreak Management

At Halton Region, we treat everyone with respect, honesty, fairness and trust. As an equal opportunity employer, we are committed to establishing a qualified workforce that is reflective of the diverse population we serve. Halton Region is committed to providing accommodation to individuals with disabilities throughout the recruitment process.

Halton Region serves more than 595,000 residents throughout Burlington, Halton Hills, Milton and Oakville. We are committed to delivering high quality programs and services that make Halton a great place to live and work. We engage great people who contribute to meaningful work that makes a positive difference in our community. At Halton, you are encouraged to grow and succeed in your career and are recognized for your accomplishments and contributions. As an employee, you will be part of a progressive, service focused and award winning employer with a diverse and inclusive work environment.

Joining Halton Region opens the door to a fulfilling career. Our comprehensive compensation, great benefits and employee recognition program are a few reasons why we are one of the GTA’s Top Employers.

As an employer of choice, Halton Region recognizes the many benefits of hybrid work arrangements including flexibility and better work-life balance for our employees. Where the work permits, employees will have the choice to work where they can have the greatest impact on achieving our goals. Please note, this position is eligible for our Hybrid Work Program/Work from Home Arrangement.

Posting ID: 1304
Department: Health
Division: Infectious Disease Control
Pay Range: $102,874 - $137,166
Job Type: Permanent
Hours of Work: 35 hours per week
Work Location: 1151 Bronte Road, Oakville, ON
Employee Group: MMSG
Posting Date: November 4, 2022
Application Deadline: November 18, 2022

Job Summary

Reporting to the Director, Infectious Disease Control, this role leads a multi-disciplinary team of health and administrative professionals in providing case and contact management of communicable disease, infection prevention and control, vaccine preventable disease control, outbreak management and TB response to the Halton community.
**Duties & Responsibilities**

- Lead employees of various disciplines in a manner that is inclusive, committed to developing staff and building a positive culture where individuals feel recognized and valued.
- Develop and implement programs and policies related to Communicable Disease control.
- Lead in the development or revision of program policies and procedures to align with provincial changes.
- Develop and lead through significant Continuous Quality Improvement initiatives to ensure fiscal responsibility to the residents of Halton.
- Ensure best practices are adhered to and are in accordance with provincial guidelines.
- Manage human resources and performance along with program Supervisor with both a union and non-union environment; ensures consistent application of the collective agreement.
- Ensure effective allocation of human resources to maintain program delivery standards.
- Responsible for program priority setting, implementation, monitoring and evaluation and makes necessary changes based on new or changing legislation and Departmental mandates.
- Identify priorities based on population health metrics. Develops and manages budgets in order to ensure program priorities are met.
- Collaborate and manages relationships with internal and external stakeholders, including responding to inquiries from public, Regional Departments and Ministries.
- Support Director and Medical Officer of Health in responding to relevant media inquiries.
- Other duties as required.

**Skills & Qualifications**

**Essential**

- Bachelor of Science in Nursing, which includes preparation in Public Health Nursing from a recognized University.
- Current Certificate of Registration from the College of Nurses of Ontario or a Bachelor’s degree in Environmental Health and a current certificate from Public Health Inspection (Canada).
- Minimum of 2 years supervisory experience.
- Minimum of 5 years’ experience in Public Health.
- Exceptional leadership skills to inspire, influence, motivate and support a diverse team of professionals.
- Strong knowledge of public health competencies and effective public health practice to determine interventions that improve the health of residents.
- Strong knowledge of Ontario Public Health Standards, the standards of practice for Registered Nurses, legislation and mandates governing public health issues (e.g. *Health Protection and Promotion Act, Mandatory Blood Testing Act*).
- Demonstrated strong written and verbal communication skills, exceptional interpersonal skills.
- Demonstrated ability to collaborate with diverse community partners and organizations, provide excellent customer service.
- Strong knowledge and demonstrated skills in strategic planning, project management, change management and stakeholder engagement.
- An equivalent amount of education and experience will be considered.

**Preferred**

- Project Management Professional (PMP) Certification and Continuous Quality Improvement training (e.g. LEAN certification).
Working/ Employment Conditions

Working Conditions

- Travel will be required; incumbent must provide their own transportation.
- Flexibility in work schedule for evening and weekend work and for participation in communicable disease on-call on a rotational basis.

Employment Conditions

- A current (obtained within the past six (6) months), original and acceptable Criminal Records check, including Vulnerable Sector Screening.
- In support of the Region’s commitment to a healthy and safe workplace and community, the Region has a vaccination requirement for all employees. The successful candidate will be made an offer of employment on the condition of being fully vaccinated against COVID-19 and able to provide proof of vaccination. The candidate will be asked to provide the Region with proof of full vaccination, prior to their employment start date. The requirement to be fully vaccinated is subject to the Ontario Human Rights Code. If the candidate is unable to vaccinate for a reason protected by the Code, a request for accommodation can be requested and written proof satisfactory to the Region will be required.

Important information about your application:

- In accordance with requirements in Ontario Regulation 191/11 – Integrated Accessibility Standards and the Ontario Human Rights Code, Halton Region will accommodate the needs of individuals with disabilities throughout the recruitment process. If you require accommodation at any stage of the recruitment process, please inform the Talent Acquisition representative of the nature of the accommodation(s) you require.
- Please submit your application online. We will accommodate individual needs for applicants with disabilities and others who are not able to apply online. If you experience any issues with submitting your application, please contact HR Access at 905-825-6000 extension 7700.
- Applications will be accepted until 11:59 p.m. on the deadline date specified on the posting.
- We encourage applications from all qualified individuals; however, only those under consideration will be contacted.
- Personal information collected through the job application process will only be used for the purpose of determining qualifications for employment.
- If selected for an interview, you will be contacted by email and/or phone. Please ensure the contact information provided on your resume is up to date and that you check your email and voicemail regularly.