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## Director, Screening & Early Detection (Level 8)

### Background

Created in 2007, the Canadian Partnership Against Cancer (“the Partnership”) is an independent organization funded by the federal government to accelerate action on a national cancer control strategy. The Partnership collaborates with a variety of experts, organizations and stakeholders across the country to harness the best of what is working well to control cancer and to effectively implement this strategy coast to coast. We share with our partners the common goals of reducing the risk of cancer, lessening the likelihood of Canadians dying from cancer and enhancing quality of life for those affected by cancer.

Our work spans the cancer control continuum, from prevention and screening to research and supportive care. We endeavour to embed a person-centred perspective in all of our work, and have specific efforts in underserved areas such as rural, northern, and remote communities. We strive to be culturally responsive to the needs of First Nations, Inuit and Métis communities. Through collaboration, we are delivering results and effecting system-level change to reduce the burden of cancer on Canadians.

This position is part of the Cancer Control Division. This Division is responsible for overall delivery of the Strategic Priorities in the Partnership’s mandate, with a focus on the Partnership’s Programs and the development of effective and strategically salient initiatives through effective working relationships with clinical, medical, professional and stakeholder partners to reduce the impact of cancer on Canadians. This division drives the Partnership’s core mandate of reducing the risk of cancer, lowering mortality, and improving the experience of Canadians affected by cancer through collaboration with system partners. It works in close collaboration with the other divisions to develop, deliver and report ongoing progress on an effective cancer control strategy.

### Overview of Role

Reporting to the VP, Cancer Control, the Director Screening & Early Detection is responsible for overseeing the implementation of national initiatives for effective cancer screening and early detection through a newly evolved network model. This includes strategies for increasing participation in and the quality of cervical, colorectal, and breast screening programs, and developing foundational structures that supports the development of jurisdictional lung cancer screening programs. Further, the Director is responsible for leading quality initiative priorities specific to each disease site as well as exploring opportunities for cross-disease site collaboration. A component of this work includes accountability for national reporting of cancer screening quality indicators and targets, advancing quality initiatives in screening, and identifying and appropriately addressing emerging issues in cancer screening that may contribute to the organization’s goal of reducing the burden of cancer for all Canadians. There is a particular emphasis on developing and implementing strategies to reduce barriers to cancer screening in indigenous populations and other underserved groups and geographies.

The Director is a member of the Partnership’s Strategic Management Committee that includes the CEO, Vice Presidents and other Directors, and will contribute to the organization’s strategic decision making to achieve its mandate in advancing cancer control.

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## Mandate-Specific Accountabilities

- Work with the Screening Quality Committee to advance priorities for each disease site (breast, colorectal, cervical and lung).
  - Promote a better understanding of measures of efficiency in screening, potential reasons for and patterns of delayed cancer detection in Canada
  - Build capability to respond to new evidence on screening modalities to support planning, service delivery and where appropriate national action
- Spearhead quality improvement through national reporting of cancer screening quality indicators and collaborative development of targets in colorectal cervical and other forms of cancer screening
- Work closely with the Public Health Agency and the current Canadian Breast Cancer Screening Network to fully integrate breast cancer screening and data
- Create strategic linkages and collaborate on programs of work within the organization, such as:
  - Work with Communications department to optimize internal and outward facing communications on the screening initiatives, and to coordinate work on specific outreach initiatives related to screening uptake
  - Lead the development of a knowledge mobilization plan in collaboration with the Knowledge Mobilization lead
  - Work closely with the strategy and performance framework teams to develop, monitor and evaluate strategic plans
  - Work closely with the System Performance team to integrate reporting appropriately into knowledge products
  - Work closely with other programs of work internally to ensure quality of and participation in organized screening programs.
  - Work closely with Person Centred Perspective, First Nations, Inuit and Metis and other Equity programs of work to improve equitable access to and quality of screening and early detection across the country
- Provide support to the Expert Lead and advisory structures to ensure the priorities are advanced to impact and emerging issues are identified
- Lead the development of the annual work plan and budget, long term plans and determining the outcomes for projects/programs.
- With the Screening and Early Detection Program Manager, develop operational plans, monitor progress, measure and evaluate effectiveness of initiatives and prepare reports on status and findings as needed
- Assist the VP, Cancer Control as needed

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## General Accountabilities

- Drive innovation and culture change by creating empowered teams, integrating cross-function teams, delivering accelerated impact and reinforcing a collaborative culture
- Lead and coach direct reports
- Joint responsibility for staff engagement and collaboration
- Accountability for collaboration across divisions and portfolios and with external partners
- Support VP Accountabilities and achievement of strategic priorities
- Responsible for developing division strategy and goals, allocating resources and delivering results on time and within budget

## Division of Time by Area of Accountability

- Delivering Core Mandate: 25-30%
- Driving Collaboration: 25-30%
- Supervising and Mentoring direct reports and key support staff: 15-20%
- Supporting VP: 5-10%
- External Relationships: 5-10%

## Essential Skills and Attributes

- Knowledge of the cancer screening community in Canada, associated issues and priorities, and awareness of key international initiatives that may provide insight for our work
- Demonstrated strategic and operational leadership and management skills
- Ability to proactively lead and respond to change
- A commitment to collaboration and a joint-accountability approach
- Strong relationship management skills
- Strong mentoring, coaching and knowledge-sharing skills, ability to develop and motivate staff to achieve results and work satisfaction
- Proven project management skills
- Adaptability, flexibility, diplomacy and tact
- Excellent analytical, interpretive and problem solving skills; detail oriented
- Self-motivation and initiative
- Ability to prioritize and multi-task within a fast-paced environment
- Ability to effectively manage vendor contracts and relationships

## Experience and Education

- University degree (Master's/PhD level preferred) in health, epidemiology or related field
- Minimum 10 years experience in the health care sector with progressive leadership roles managing programs requiring complex stakeholder relationship management and partnership building
- Minimum of 2 years experience in the cancer control system, particularly population health and screening
- Experience working at the inter-provincial/territorial/federal levels a strong asset
- Knowledge of cancer screening program (or public health program) measurement and evaluation an asset
- Experience in strategic planning, visioning, long term financial planning and budgeting, business case development, and overseeing large contracts and funding agreements
- Experience in inter-professional stakeholder engagement and large scale workshop/meeting facilitation
- Demonstrated proficiency in scientific and business writing and strong track record of effective communication
- Solid record of effective people management