# Senior Lead and Strategic Advisor, Equity, Diversity and Inclusion

Unit Summary

Hamilton Health Sciences (HHS) is located geographically near Mississaugas of the Credit First Nation and Six Nations of the Grand River. We are Ontario’s most comprehensive healthcare system, with more than 1,100 beds and a team of 15,000 staff, physicians, researchers, and volunteers serving the health needs of approximately 2.3 million residents from pre-birth to end-of-life.

We are both a community hospital as well as a regional centre for an array of acute care services, including cardiac, stroke, cancer, trauma, burns, neurosciences and pediatrics. As an academic teaching hospital with affiliations with McMaster University and Mohawk College, we have earned recognition as one of the world’s leading health sciences research organizations.

We strive to ensure our people are engaged, enabled, and empowered to deliver on our mission and our vision of Best Care For All. We pride ourselves on being an inclusive organization with a robust wellness program, a rich variety of education, training, and professional development opportunities, meaningful recognition initiatives, and competitive compensation and benefits including one of Canada’s premier pension plans.

For more information about Hamilton Health Sciences, please visit our website and check out the HHS Community Report for 2020/2021.

Position Summary  
Reporting to the President and CEO, the Senior Lead and Strategic Advisor Equity, Diversity and Inclusion (EDI) is responsible to develop and implement transformational hospital wide strategies, policies, practices and programs to advance equity, diversity and inclusion in the organization from within the President’s Office.  
As an integral member of the President’s Team, the Senior Lead and Strategic Advisor EDI sets the direction for equity, diversity and inclusion at Hamilton Health Sciences, and is the primary source of subject matter expertise for the organization regarding EDI and human rights matters.  The role will embed EDI philosophies and principles in all areas of work advanced across the organization.  
The role will provide advice and counsel to the HHS leadership team on EDI, social justice and human rights issues.  This advice will be substantively informed by gathering input and collaborating with community partners, including but not limited to, educational institutions, Ontario Health, Greater Hamilton Health Network, Indigenous leaders, and local EDI advocates. The role will align efforts, share programs and ensure measurements and systems are in place to assess progress on various EDI initiatives across the hospital and community HHS serves.  
Accountable for the delivery of a highly effective continuum of EDI outcomes, the Senior Lead and Strategic Advisor EDI is responsible for the leadership and development of a diverse team of high performing professionals.

Accountabilities  
• Develop an organization wide EDI strategy and key initiatives that will address systemic discrimination and oppression of staff, physicians, patients, families, and caregivers.  
• Establish EDI as an embedded core value throughout all aspects of HHS’ organizational practices.  
• As a member of the President’s Team, provide direction and advice to the President and CEO and other senior leaders on community-driven, evidence-based best practice, equitable strategies and opportunities.  
• Leads specific policy and procedure development and implementation to ensure alignment with legislation and regulatory requirements, and to improve patient experience with respect to EDI.  
• Engage  staff, physicians, learners and other senior leaders across HHS to identify and address individual, organization and environmental conditions that foster or inhibit EDI (systemic bias, organizational barriers).  
• Gather insights from patients including collaboration with patient advisory groups and other stakeholder groups that may inform this work.  
• Partner and integrate work within key portfolios across the organization to ensure key initiatives aimed at improving EDI and dismantling inequity are supported by evidence-based approaches and quality improvement methodologies (including public policy, global evidence, etc.).  
• Oversee organizational compliance with applicable existing and new legislative / human rights requirements, protecting HHS from liability.  
• Lead the design and development of education strategies and training interventions to further develop the knowledge and skills of the HHS Leadership team in reference to equity, diversity and inclusion in the workplace leveraging the Centre for People Development.  
• Oversee intake process for EDI-related concerns raised under the investigation processes of related policies/protocols.  
• Represent the organization externally on human rights and inclusion related matters in order to foster external partnerships and community involvement.  
• Collaborate and partner with the ‘President’s EDI Advisory Council’ and other key internal and external committees and groups to ensure work is strategically aligned and enhances patient, staff, and physician experience.  
• Seek diversity in all stakeholder engagements with particular focus on collaborating with members of under-served (in terms of EDI) and equity seeking communities to increase awareness and  further the principles of diversity, inclusion, access, equity, anti-racism and anti-colonialism.  
• Foster diverse internal and external strategic relationships that develop opportunities for collaboration and influence progress of EDI projects at HHS.  
• Develop goals and systems to measure and track progress on EDI metrics aligned with the overall strategy and produce an annual report for the Board and / or other stakeholders.  
• Identify and steward the collection of institutional data to identify current state, gaps and opportunities for improvement and inform the planning for achievement of program and corporate goals (i.e. EDI Workforce Survey).  
• Provide analysis, forecasts and trending of relevant metrics, create reports and presentations to effectively communicate the results.  
• Provide regular reports to the President & CEO, senior leadership and the HHS Board of Directors.  
• Manage the design of team structure and resources to ensure that priorities and standards are reflected in the services delivered, and to maximize availability to internal clients and for new and demanding challenges.  
• Foster a culture of innovation and continuous improvement through the empowerment of all tam leaders.  
• Support, coach, mentor and develop a diverse team of professionals, to maximize their potential and growth as leaders at HHS.  
• Responsible for the management and monitoring of the departmental budget.

Schedule Work Hours Monday to Friday days.

Qualifications  
• Masters degree in related field (social work, law, organizational development, etc.).  
• Minimum 10 years of progressive leadership / management experience.  
• Minimum 10 years of experience building EDI strategy and programs in complex organizations.  
• Minimum 10 years of project management / organizational change experience involving multiple stakeholders and a high degree of complexity.  
• Substantial experience building an EDI strategy in a complex organization with evidence of success in working across an organization to synergize efforts a diverse group of stakeholders.  
• Progressive leadership experience, demonstrating advanced scope, authority and output, in a complex multi-union environment.  
• Exceptional relationship management, influence and facilitation skills, including the ability to negotiate, influence, and to adopt an enterprise approach by working collaboratively with other senior leaders towards achievement of objectives.  
• Expert knowledge of fundamental EDI evidence-based best practices and principles.  
• Solid knowledge and experience with relevant legislation, Ontario Human Rights Code, Employment Standards Act, Accessibility for Ontarians with Disabilities Act, Anti-Racism Act.  
• Advanced project management skills, including the preparation and maintenance of detailed project plans, taking into account all stakeholders, using a solutions focused approach throughout plan execution.  
• Ability to interface effectively with management and leadership teams, build trust at all levels of the organization, and lead, motivate and influence individuals.  
• Highly developed communication and facilitation skills. Must possess ability to communicate effectively with tact and diplomacy at all levels, be a strong facilitator and have expertise in coaching, consulting and conflict resolution.  
• Ability to formulate proactive strategy that can be translated into tactical objective activities; building and leading high-performing professional team that are aligned with organizational objectives.  
• Ability to develop partnerships and collaborate with multiple stakeholders with often conflicting objectives to achieve results.  
• Exhibits a high level of integrity and trust.  
• Experience in healthcare is an asset.

As a condition of employment, you are required to submit proof of full COVID-19 vaccination to Employee Health Services.