



Executive Director Opportunity

Engage, mobilize and make a lasting impact for all Manitobans through family medicine!

Seeking a strategic executive administrator and operational leader

THE ORGANIZATION:

The Manitoba College of Family Physicians (MCFP) is the provincial body for family physicians that strives to improve community and patient health for all Manitoban's by promoting high standards of medical education and care, advocating access to family medicine and increasing public awareness to its members and the general public regarding social accountability and healthy living. For more information, please visit: <https://mcfp.mb.ca/>

THE OPPORTUNITY:

Reporting to the Board of Directors, the **Executive Director** will provide inspired leadership and oversee day-to-day operations. This seasoned administrative professional will promote, represent and improve the health of all Manitoban's through the achievement of strategic goals and in collaboration with a variety of key stakeholders. Acting as an advocate for pertinent issues concerning family medicine within the province of Manitoba and at a national level, this is a vital opportunity to mobilize pressing issues facing family physicians today and create the structures to support and encourage long-term organizational continuity and consistency for the College. The successful incumbent need not be a physician, but rather a strategic professional who seeks to engage others, build relationships, harmonize operations, shape administrative strategies and execute tactical plans.

KEY RESPONSIBILITIES:

- Through advocacy and lifelong learning opportunities, support the MCFP's members in providing the best possible patient care for Manitoban's.
- Ensure organizational optimization by providing effective metrics, financial controls, tracking progress and evaluating program components to improve the existing business model.
- Provide leadership and document policies, procedures and plans to the Board that strategically align with the mission, vision, values and goals.
- Attend all board and committee meetings and provide guidance on governance and policy as required.
- Enhance human resource policies, procedures and record keeping to improve employee performance.
- Promote the role of MCFP to family physicians, the public and policy makers, including regular involvement at the leadership level in planning/policy with government, RHA's, Allied Health organizations and Manitoba Health.

SELECTION CRITERIA:

- Post-secondary degree in management, administration or related field; CAE Certificate preferred.
- 5 years of senior leadership experience, leading staff and projects to achieve operational success.
- Talent for managing finances and budgets, coupled with a resourceful mindset overall.
- Superior organizational and strategic planning skills; background in healthcare is an asset.
- Process-driven strategic thinker, with the ability to enhance administration and daily operations.
- Self-motivated, independent, energetic and positive personality.
- Exceptional written and verbal communication skills with the ability to connect.

*For more information contact Jen Iskierski at 204-926-3006 or jen@harrisleadership.com
To apply in confidence, please send a resume and cover letter quoting project 20102*