



## **PEDIATRIC ONCOLOGY GROUP OF ONTARIO**

### **Health Care Analyst Full-time**

POGO is a champion of childhood cancer care. We work to ensure access to, and availability of, state-of-the-art cancer care for all of Ontario's children and childhood cancer survivors. We are a knowledge-based team of approximately 35 helping to make a difference in the lives of Ontario's childhood cancer community.

The Health Care Analyst will have strong analytic skills to solve complex data problems using SAS (Statistical Analysis System), excellent research skills, and strong project management skills to support health analytics, policy and program development and health system quality monitoring and surveillance. POGO provides a stimulating work environment for inter-institutional, multidisciplinary and multidimensional policy development. This position offers a unique opportunity to contribute to the implementation of POGO's System Quality Indicator Initiative and other key projects to enable health system evidence-based decision making and planning integral to POGO strategic objectives. Reporting to the Senior Healthcare Analyst & Project Manager, the Health Care Analyst will work closely with POGO Clinical/Executive Leads, program managers and staff members.

#### **Key Areas of Responsibility:**

- Assist with data design, review, analyses, forecasting, interpretation and production of accurate and timely reports/presentations to internal and external stakeholders, including the development and implementation of analytic plans and procedures for data validation/data quality assurance as appropriate, for policy and quality indicator development and the development of business cases related to POGO's partners and/or initiatives
- In collaboration with POGO content and clinical experts, assist with the development and execution of sound and often unique methodologies to further health policy development and consultation
- Assist with general project management of multiple and concurrent projects which may include:
  - monitoring project timelines, risks and deliverables;
  - providing input related to project planning, resource estimates and defining project success criteria; and
  - defining, planning, and implementation of project management plans and special project data collection strategies through their lifecycle
- Provide research and analytic support, including literature searches and reviews, needs assessments, and the design, production, and delivery of end products to support policy development and planning
- Assist in the development and implementation of communication strategies related to health analytics to facilitate uptake of knowledge by local decision makers across Ontario
- Prepare meeting materials and conduct associated background research
- Identify software, statistics, methodologies and other tools used currently in the field of health analytics, epidemiology and health policy, and their further development and adaptation for use in provincial childhood cancer planning

- Liaise with a wide range of internal and external stakeholders, working groups and committees in support of ongoing projects
- Build and maintain positive and supportive working relationships and a culture of collaboration, as well as consensus

#### **Education/Experience:**

- Master's degree in Epidemiology (preferred), Public Health, Health Sciences, Health Research Methodology or recognized equivalent
- 3-5 years of practical and related work experience in applying relevant methods and population-based data analyses to answer complex health questions and/or support health policy development
- Experience in health system planning and/or decision support is an asset
- Working knowledge of common research and data presentation methodologies and statistical/analytic methods applied to health services/policy research
- Demonstrated use of large, population-based datasets for research, health system planning and/or decision support, including an understanding of the availability, uses, strengths, and weaknesses of administrative and population health databases and statistical software to design and conduct integrated data retrievals and analyses
- Strong analytic methodological skills using SAS
- Knowledge of project management concepts, including planning, execution, and delivery
- Ability to apply theories, concepts, methods, and measures in epidemiology, population health and knowledge of one or more of the following specialized areas: health policy, program evaluation, quality improvement, health system performance measurement, biostatistics, and/or health status assessment
- Experience with methods, statistical techniques, and modeling quantitative research design methods used in population-based health analytics to provide health analytic expertise and consultative advice to POGO initiatives
- Experience systematically reviewing, synthesizing, and critically appraising scientific health and grey literature
- Familiarity with the use of business intelligence tools for data reporting is an asset

#### **Skills and Attributes:**

- Proficient use of Microsoft Office software (Word, Excel, PowerPoint, Outlook)
- Strong oral, written and interpersonal communication skills and ability to exercise discretion and sound judgement
- Self-directed, action oriented, with the ability to work independently
- Ability to think critically, identify gaps and opportunities to advance project objectives, as well as determining appropriate steps for resolution in matters that arise
- Ability to anticipate needs and adjust to changing priorities as necessary
- Detail oriented, particularly when developing data measures, resolving data anomalies and documenting analyses and results
- Strong organizational and time management skills to prioritize responsibilities and timelines
- Ability to work accurately and effectively under pressure and to meet deadlines
- Demonstrated ability to work effectively in project teams comprised of diverse, interdisciplinary internal and external stakeholders
- Understanding and appreciation of privacy implications related to the use of personal health information
- Familiarity with pediatric oncology, child health, or oncology in Ontario or nationally is an asset

**About our organization:**

POGO's mission is to improve the circumstances of all children who are afflicted with cancer and those of their families and caregivers. As a collaboration of care providers and stakeholders, POGO plans for provincial needs and provincial coordination, and is the official advisor to Ontario's Ministry of Health on children's cancer control and treatment.

**For more information:**

[www.pogo.ca](http://www.pogo.ca)

Facebook: @PediatricOncologyGroupofOntario (POGO)

Twitter/Instagram: @pogo4kids

POGO offers a competitive compensation package including full benefits and participation in a defined benefit pension plan with HOOPP (Healthcare of Ontario Pension Plan) as well as opportunities for professional development.

**How to Apply:**

Interested applicants are invited to send their resume and cover letter as one attachment to [hr@pogo.ca](mailto:hr@pogo.ca) by **August 15, 2019**.

POGO is committed to meeting the accessibility needs of all applicants throughout the recruiting and selection process. Applicants are encouraged to inform us of any accommodation requirements.

POGO thanks all applicants, however only qualified applicants will be contacted.