



NON-CONTRACT ROLE DESCRIPTION

JD5381

ROLE TITLE:	Injury Prevention Specialist	ROLE DESCRIPTION NO.:	5381
DEPARTMENT:	Public Health	HEABC REFERENCE NO.:	18721682
REPORTING TO:	Manager, Healthy Communities/Environments	HSCIS CODE:	03099
CLASSIFICATION:	NCEM/Range 8A	JOB CODE:	91583

ROLE SUMMARY

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health) patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

This position leads the implementation of initiatives and collaborations that successfully promote and protect health and prevent injury for the people of the Island Health region, as determined by the Leadership team of the Office of the Chief Medical Health Officer and its partners/stakeholders. The position leads and contributes to reducing the burden caused by injuries in the public.

The Injury Prevention Specialist contributes to safety and injury prevention related activities, including partnership development, stakeholder and community engagement, evaluation, policy development and training. Works collaboratively with team members and community partners to carry out project plans and achieve objectives related to the project(s); as required/appropriate, may be responsible to lead, manage and supervise assigned team members. Most fundamentally, the position is dedicated to coordinating and collaborating with internal and external partners/stakeholders to develop and implement injury prevention initiatives which align with strategic priorities.

Travel may be a requirement of this position. Transportation arrangements must meet the operational requirements of Island Health in accordance with the service assignment and may require the use of a personal vehicle.

DUTIES AND RESPONSIBILITIES:

1. Leads the development and implementation of designated projects and initiatives. Carries out project plans consistent with standard project methodologies to ensure successful and coordinated completion of project components.
2. Monitors project progress according to work plan, regulatory and other related requirements; ensures issues are reviewed, resolved, or escalated to appropriate level to meet project deliverables, user requirements, and projected timelines.
3. Develops evidence based injury prevention related education programs and awareness campaigns to a variety of target audiences or end users within the program/service and its internal and external partners, to inform and/or effect behavioural changes.
4. Evaluates effectiveness of injury prevention educational programs; develops and/or sources related materials as required, in collaboration with multi-disciplinary team members.
5. As required/appropriate, leads, directs, manages and supervises assigned team members. This position may participate in providing recommendations for budgetary adjustments.
6. Contributes to and provides input on the implementation of effective processes by assessing project risks and identifying risk mitigation strategies.

7. Prepares injury prevention related reports/documentation including problem descriptions, analyses, alternative solutions, and recommendations, in collaboration with the designated team and its partners/stakeholders.
8. Develops project/policy/evaluation models/frameworks and contributes to the evaluation work as required, in collaboration with the Population and Public Health (PPH) team and its partners/stakeholders.
9. Develops and maintains strategic partnerships with internal/external stakeholders including planning and developing a variety of engagement sessions with internal/external partners; coordinates and facilitates dialogue between partners to promote a collaborative relationship in working towards a common vision of healthier and safer communities.
10. Works with community partners and other levels of government as appropriate to facilitate the uptake of evidence-based injury prevention initiatives and to promote best practices including development and promotion of effective protective policies, adoption of standards in data collection, analysis, reporting, support for legislative change, and supporting other internal resources that are working to prevent injury, promote active living, and create healthy built environments.
11. Plans and conducts program related quantitative and qualitative research assessments and reviews; compiles, assembles and analyzes data related to the program, including designing the research tools needed to carry out the research, i.e. surveys, as well as related materials, in collaboration with the program team and its partners/stakeholders.
12. Seeks out and writes research and funding grants for identified injury prevention projects, as applicable.
13. Works with external contractors engaged to do focused project work on injury prevention within the program's Injury Prevention portfolio.
14. Develops communications and education tools for relevant population and public health areas/issues, in collaboration with multi-disciplinary team members; delivers presentations to lay or professional audiences.
15. Works with communication partners to reach target populations with consistent messages thereby increasing the awareness of the burden of injuries and best practice injury prevention recommendations.
16. Collaborates with international, national, provincial, and regional partners in establishing key messages and common approaches to injury prevention campaigns and initiatives.
17. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

Bachelor's Degree in population health, social sciences with content in injury prevention, health promotion, and/or policy analysis and/or community development.

Five to seven years recent relevant experience (including experience with program evaluation) with a focus on facilitating integrated approaches to injury prevention, community health promotion or health protection.

An equivalent combination of education, training and experience may be considered.

Valid BC Driver's License.

Skills And Abilities

- Applies an equity approach to research, recommendations and work plans.
- Exceptional strength in fostering and developing partnerships and relationships with a broad range of stakeholders.
- Excellent interpersonal skills and proven conflict management skills at an individual and team level.
- Demonstrated analytical problem solving to develop strategic, progressive, and creative solutions.
- Ability to organize work, make decisions, work well under pressure and meet deadlines in an environment subject to constantly changing priorities.

- Strong facilitation, education and knowledge translation skills. Ability to communicate effectively with all levels of stakeholders internally and within the community utilizing a variety of communication methods.
- Integrates pertinent data, best practice and current research evidence to support professional practice decisions and actions.