

Position Profile

Position Title: Director, Contracting & Procurement MNP File 0617

Reports To: Senior Director, Corporate Contracting Office and Supply Chain Operations (CCOSCO)

Organization: Capital Health - Edmonton

Date: July 2006

THE CAPITAL HEALTH ORGANIZATION

Our client, Capital Health, has been ranked a leader among the country's major academic health systems for several years in a row by the Canadian Institute for Health Information. Capital Health, located in Edmonton, Alberta, has established an international reputation for groundbreaking innovation and advances in medicine. As the largest academic health region in Canada, services are provided to over 1 million people within the Capital region and specialized services are provided to a total of 1.6 million people across northern and central Alberta and the surrounding areas. As the leading health sciences centre in western Canada, 25% of all people served in Capital Health's hospitals come from outside the region.

#1 on Alberta Venture Magazine's Top 50 Not-for-Profit and Charitable Organizations and one of Alberta's *top five most innovative organizations* and most respected corporations in 2004, Capital Health was the only public sector organization listed.

Its geographic boundaries include the cities of Edmonton, Fort Saskatchewan, St. Albert, Spruce Grove, and Leduc, along with the communities of Devon, Stony Plain, Evansburg, Redwater, Morinville and Parkland, Sturgeon, Strathcona, Leduc, and East Yellowhead Counties.

An annual budget of \$2.6 billion supports a wide range of health services. These services are delivered through the work of the 29,000 staff employed by Capital Health and partner organizations in cooperation with the 2,300 physicians working within the Capital Health region.

Capital Health has identified the hiring of a Director, Contracting and Procurement as a key priority for 2006. To learn more about Capital Health please visit their website at www.capitalhealth.ca.



DIRECTOR, CONTRACTING & PROCUREMENT

The Director, Contracting and Procurement is responsible for the overall management and delivery of Contracting Operations, Procurement Operations, Contract Standards, BizWorx, Data Integrity, and Information Technology – Oracle Financials & Contract Management System.

The Director, Contracting and Procurement will:

- develop, implement and integrate the many components of contracting and procurement into a vision and strategy for an effective and efficient program;
- identify the needs of key stakeholders for various programs and services;
- ensure stakeholder expectations are met within approved budgets and resources.
- develop a business plan and effectively allocate resources according to Capital Health's overall strategic and business plans;
- identify cost savings measures, streamline and improve business processes, and ensure compliance with contracting and procurement standards, policy and procedures;
- direct contracting and non-equipment procurement across the Region and oversee procurement for \$300 million;
- develop and implement performance measures and promote staff development to ensure KPIs are effectively managed and collaborative relationships with diverse stakeholders are established;
- serve on various regional committees; and
- manage a staff comprising 4 Managers and 2 Buyers.

THE PERSON

The Director Contracting and Procurement will be a senior manager with 5 years senior management experience directly supervising staff and managing contracting in a large and complex health care or similar organization. He/she will have a baccalaureate degree in business, Finance or a health care clinical discipline, preferably a Master's Degree in business, Health Administration, Operations or Marketing and a Professional Designation from the Purchasing Management Association of Canada or National Institute of Government Purchasers. Completion of formal leadership training would be considered an asset. An equivalent combination of education and directly related experience may be acceptable, provided the experience has been gained in a senior leadership capacity in a large multi-site centralized organization.

As there may be significant travel between sites, the Director for this position must be flexible and willing to work within the timeframes demanded of a project schedule. The Director may be required to work additional hours and/or weekends to ensure timely completion of the work.

Core competencies will include the following:

- The ability to work with diverse stakeholder groups comprised of many health care occupations, professionals, support staff and vendors in ways that mobilize efforts toward effective contracting and procurement to meet the business plan needs of Capital Health.
- The ability to balance fiscal resources in a manner that places priority on quality patient care and at the same time creates a quality of work life for the staff.

- Solid knowledge of contracting and procurement, health care reform, and patient care service delivery.
- Solid financial management skills and the ability to identify cost savings measures in annual budgets and during quarterly budget reviews.
- The ability to envision progressive contracting and procurement services consistent with a reformed health care system.
- Ability to select effective approaches based on analysis and sound judgment.
- Commitment to customer satisfaction.
- Strong leadership skills.

We welcome your contact and questions. Candidates may apply on-line at www.mnp.ca or by forwarding their resume to a Meyers Norris Penny representative in:

Vancouver	arleen.chenoll@mnp.ca
Edmonton	angela.broggi@mnp.ca
Regina	merrill.brinton@mnp.ca
Winnipeg	barbara.weselak@mnp.ca

Please indicate MNP File Number 0617 in your response.

All responses must be forwarded directly to MNP as indicated above at the earliest possible date. MNP will respond to all applicants.

EDMONTON



Edmonton is Alberta's capital serving northwestern Canada and is the heart of a region of more than one million people. It is Canada's health-care hub and an international pacesetter in health innovation, discovery and education.

Driven by rising energy prices, phenomenal investment in the oilsands, strong construction activity, growth in personal income, and strong consumer spending, Greater Edmonton has had a decade of strong economic growth – the greatest of any Canadian city in the past five years. Taxes, including property taxes are among the lowest in the country.

If you want to live in wide, open spaces under big, blue skies, the Edmonton region is the place for you. The city straddles one of Western Canada's great rivers, the North Saskatchewan. Surrounding counties consist of rich, rolling farmland, aspen parkland, boreal forest, lakes and wetlands. Nature lovers delight in the region's diverse bounty of animal and bird life. As a city, Edmonton is very much in tune with its special environment:



- The city's parks win raves from residents and visitors alike. The city has 11,063 hectares (43 square miles) of parks- most of it in the spectacular river valley that meanders through the city. No other city in North America has as much natural urban parkland.
- Edmonton's surrounding area is well endowed with parks, recreation and natural areas.
- Greater Edmonton is the gateway to Jasper National Park, the largest (and we think the most beautiful) of Alberta's world-famous mountain parks.
- The Edmonton region leads Canada in its efforts to reduce solid waste. Curbside recycling and a state-of-the-art co-composter facility have helped reduce by 60% the waste sent to area landfills.
- Edmonton is also a world leader in the treatment of waste water.
- Tap water is exceptionally clean and safe to drink.

The largest shopping and entertainment centre in the world, West Edmonton Mall features over 800 stores and services and more than 110 restaurants and eateries. Attractions include Galaxyland, the world's largest indoor amusement park; World Waterpark, with slides, a wave pool and a bungee jump; Deep Sea Derby, bumper cars on an indoor lake; Sea Lions Rock, with three California sea lions performing daily; and KidTropolis, a city created just for kids to learn and experience real life. The mall's nightlife includes the Las Vegas-style Palace Casino, Ed's Rec Room and Jubilations Live Dinner Theatre.

MEYERS NORRIS PENNY LLP

Meyers Norris Penny is a western Canadian firm with over 1400 people in 50 offices in Canada. We provide world-class business advice in tax, assurance, valuations, management consulting including human resources consulting and recruiting, supply chain consulting and recruiting, and supply chain training. Our motto is: "At MNP, it starts with a relationship and grows from there".

Our supply chain team provides a range of services to firms of all sizes in both the private and public sectors, including supply chain management, business strategy and planning, performance improvement, project management, sustainability, information technology, and economic development. We also have specialists in a variety of industries and markets including agriculture, forestry, public sector, first nations, and oil and gas.