



JOB POSTING

REGIONAL MANAGER MEMBER RELATIONS, ADVOCACY & COMMUNICATIONS

JOB SUMMARY

The **Regional Manager** serves as the primary contact with select constituent groups and key stakeholders to ensure they are informed of and engaged with the OMA, advocacy initiatives, and prominent issues in health.

RESPONSIBILITIES AND DUTIES

- Facilitate increased member engagement in existing forums including:
 - District and branch society meetings;
 - Healthcare advocacy training sessions;
 - OMA events/programs;
- Create new opportunities to engage members; including organizing a minimum number of opportunities to engage grassroots members.;
- Implement advocacy strategies to advance stakeholder and government relations objectives. Grow the grassroots advocacy capacity and effectiveness of members and build relationships with local legislators, including taking steps to enhance the profile, image and reputation of the OMA among stakeholders;
- Build and maintain relationships with members and between members and relevant stakeholders to facilitate improved member engagement and member satisfaction. This includes organizing a minimum number of:
 - Touch points with District Directors and Chairs;
 - Introductory meetings with grassroots members not previously contacted;
 - Meetings between interested members and elected government officials;
 - Meetings between interested members and healthcare stakeholders;
- Respond to ad hoc member inquiries and requests, validate information, facilitate solutions, provide advice and guidance in the resolution of issues and provide project and case support as requested;
- Support two-way communication between members and the OMA. Identify common issues, opportunities, themes that arise from members and summarize and circulate to relevant OMA teams. Similarly, funnel relevant information from OMA teams to leaders and members as necessary;

- Support improvements in team performance and operational efficiency, including:
 - Designing and implementing special projects that enable the team to provide meaningful, effective services to members that are aligned with the OMAs policies and procedures;
 - Supporting team performance management by keeping consistent records about members, the actions they plan and execute, and other information that could be useful for future efforts;
 - Supporting the development of and ensure the implementation of standard processes and procedures to ensure consistent, high quality services provided by the Regional Management team.

**** Frequent travel within Ontario is required.**

Education: Undergraduate Degree in Health Science, Political Science or equivalent; PMP and CHE certification(s) preferred.

Experience: 5+ years relevant health care administration and public speaking experience.

Interested candidates should forward their cover letter and resume to the Human Resources Department at hr@oma.org

Ontario Medical Association is an equal opportunity employer. We will accommodate your needs under the Ontario Human Rights Code.