

Mitacs Health Leadership Career Pathways Steering Group

Terms of Reference

Purpose

To provide advice and direction in defining a more explicit career-oriented pathway for healthcare leadership.

Principles

- Aspiring leaders will benefit from the ability to review a developmental path that provides them with an articulation of the capabilities needed to function effectively in their current or prospective role(s).
- A design-based research approach will help to build a pathway based on shared experiences for potential users.
- Partner engagement will be guided by a commitment to inclusivity and EDIR (equity, diversity, inclusion, and reconciliation).
- Openness, transparency, and honesty are cornerstones of the project.
- An efficient and effective process is required to create a product valued by health leaders.
- Stakeholder consultation needs to be meaningful, authentic, and substantive.

Duties and Responsibilities

Steering committee members will:

- Inform on sources of both peer reviewed and grey literature on career pathways and defining the new capabilities for 21st century leadership in a post pandemic context.
- Advise on the defining of typical journeys health care leaders take and the associated capabilities along that path.
- Serve as a sounding board for prototypes/wireframes for a useful career pathway app.
- Recommend potential grant or other funding sources to fund the development of a viable app.
- Ensure connectedness to other CHLNet's standing group(s) to ensure health leadership is built into policy, planning and practice (e.g., LEADS refresh for 2025 target).

Terms of Operation

- As an ad hoc steering group, members will meet as required during the project but at a minimum of three times over the year virtually at the call of the co-chairs. Regular

attendance is required. Any member missing two consecutive meetings without cause will be required to resign.

- Maintain quality records of meetings.
- Advice on a workplan that outlines deliverables, accountability and that is monitored annually.
- Distribute agenda and materials one week ahead of the meeting (responsibility of cochairs, along with the Mitacs team leader (post doctoral fellow).
- Assign work to volunteer sub-groups when appropriate to inform and fulfill goals and objectives of this working group.
- Establish quorum of at least 50% of the members at each meeting.
- Provide reports on the steering groups activities to CHLNet's Research & Evaluation Working Group.

Membership

- Ensure the composition of the group reflects those with a more macro level view of the health system who have expertise on either leadership development or career pathways distributed as follows: five CHLNet Network Partner members and three knowledge practitioners. In addition, designates from the 3 partner organizations (McMaster, LEADS Global and CHLNet) will comprise the remainder of the steering group.
- Co-chairs will be selected by the Mitacs project Executive Group.
- Vacancies will be filled by the Mitacs Executive group as required.

Draft December 5, 2022



Members:

Co-Chairs:

- Bill Tholl, CHLNet
- TBD

Network Partners:

1. Sheila Betker/Lily Bale-Feldman, WRHA MB
2. Michelle Penney, BC PHSA
3. Deanne Taylor, Interior Health, BC
4. Doran Walker/Wendy Lei, Emerging Health Leaders
5. Emily Gruenwoldt, Children Healthcare Canada, ON (TBC)

Knowledge Practitioners

6. Sandra Ramelli, McMaster Faculty, ON (career pathways) (TBC)
7. Sharon Bishop, SK Health Authority (career pathways)
8. Don Coleman, Island Health, BC (emerging health leader, experience in data analytics)

Project Partners

9. Graham Dickson (LEADS Global)
10. Teresa Chan/Yusuf Yilmaz (McMaster)
11. Kelly Grimes (CHLNet)

International Consultants (*ex officio* corresponding members)

12. Kirsten Armit, United Kingdom
13. Others (TBC)—either from USA or Australia