



Ottawa Birth and
Wellness Centre

Centre de naissance et
de bien-être d'Ottawa



The Ottawa
Hospital
Perinatal
Mental Health



CHAMPLAIN MATERNAL NEWBORN REGIONAL PROGRAM
PROGRAMME RÉGIONAL DES SOINS À LA MÈRE
ET AU NOUVEAU-NÉ DE CHAMPLAIN

Ask Masi Clinical Program Coordinator **0.6 FTE, Temporary Part-Time – 3 years**

Reporting to: Ask Masi Program Leads

Salary range (to be determined based on qualifications and experience)

Job Description

The Ottawa Birth and Wellness Centre (OBWC) and The Ottawa Hospital (TOH) are working in close partnership with the Champlain Maternal Newborn Regional Program (CMNRP) and existing regional access programs in mental health through the implementation of an innovative perinatal psychiatry access program. This project, titled “Ask Masi”, seeks to improve access to timely perinatal mental healthcare in the Ottawa region by supporting primary perinatal care providers with prescribing authority such as nurse practitioners, family physicians, and obstetricians to independently care for their patients’ mild to moderate perinatal mental illnesses (PMIs) closer to home, in community.

This will build regional capacity through the creation of a Perinatal Psychiatry Access Program which:

- trains frontline Primary Perinatal Care Providers (PPCP) with existing prescribing authorities how to screen for PMIs and treat low-level anxiety or depression when and where it presents;
- provides real-time peer supervision by phone or e-consult to assist PPCPs with practical feedback on more complex cases as well as helpful community resources for their clients;
- offers one-time virtual perinatal psychiatry consultation within one week for the most complex cases to assist PPCP with diagnostic clarification.

Under the guidance of the administrative and strategic leads, the *Ask Masi* Clinical Program Coordinator will develop, implement and evaluate all phases of the project according to the established work plan and timelines.

Responsibilities

- Conduct all related administrative tasks necessary for project success
- Develop and implement stakeholder consultation strategy and regularly engage with all relevant stakeholders to ensure they are working toward a common goal at all times.
- Create, adapt and update resources and toolkits for PPCPs
- Create and maintain effective communication and related tools i.e.: website
- Coordinate the launch and provision of clinical services, provider workshops and any other related events/activities
- Develop and implement an evaluation plan
- Develop and implement a plan for program sustainability

Qualifications and Requirements:

- Criminal record check
- College diploma or Bachelor’s degree in a health-related field (Other appropriate combination of education and experience, along with the demonstrated knowledge, skills and abilities to perform the duties of the position may be considered)



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- Current registration with the appropriate regulatory college
- Ability to communicate effectively and professionally, oral and written
- Excellent interpersonal and relation building skills with internal and external colleagues and stakeholders
- Excellent time management and organizational skills
- Critical thinking and problem solving
- Ability to work independently with minimal supervision
- Self-directed with the advanced ability to plan, organize and prioritize project activities according to established deadlines.
- Excellent MS Office skills
- Bilingualism (English and French) an asset

Experience

- A minimum of 3- 5 years of related professional experience
- Relevant experience in program/project management
- Relevant experience in extensive stakeholder engagement and partnership development
- Demonstrated experience/competency in assessment of perinatal mental health needs
- Demonstrated experience in knowledge mobilization and communications
- Knowledge of the PCMCH perinatal mental health guideline and pathway
- Experience with clinical and project performance management
- Awareness of and sensitivity to the need of a culturally diverse population

Please email Elyse Banham, Executive Director of The Ottawa Birth and Wellness Centre and Administrative Project Lead for further questions regarding this job posting at elyse.banham@ottawabirthcentre.ca.

To apply, please send CV and cover letter to jobs@ottawabirthcentre.ca by November 10th at 5pm. Anticipated interviews to take place the week of November 14th with anticipated position start date of December 5th, 2022.

The *Ask Masi* program and its funders are committed to attracting and retaining a diverse staff and will honour your experiences, perspectives and unique identity. Together, our community strives to create and maintain working and learning environments that are inclusive, equitable and welcoming. We commit to using equity-based hiring processes and practices for this active recruitment process. Should you require any accommodation during the recruitment process, please connect with Elyse Banham by way of email provided above.