

POSITION DESCRIPTION

This Position Description is a guide and will vary from time to time and between services and/or units to meet changing service needs

The Canterbury District Health Board is committed to the principles of the Treaty of Waitangi and the overarching objectives of the New Zealand health and disability strategies.

Organisational Vision

The CDHB's vision is to improve the health and well being of the people living in Canterbury.

Organisational Values

- Care & respect for others
- Integrity in all we do
- Responsibility for outcomes

POSITION TITLE:

Innovation Director, Via Innovations

REPORTS TO (Title):

Stella Ward (Chief Digital Officer)

REPORTS ON A DAILY BASIS TO:

Stella Ward (Chief Digital Officer)

VIA INNOVATIONS has been established to:

- Accelerate innovation within the Canterbury Health System (CHS) that is focussed on improving health outcomes;
- Connect ideas to enterprise, industry to health, health to commerce and innovators to investors;
- Enhance connections between CHS and the wider Canterbury Regional Innovation System (CRIS).
- Provide a support mechanism for staff to develop their innovation into implementation
- Support and enhance the success of the New Zealand Health Innovation Hub (NZHIH)

PRINCIPAL OBJECTIVES:

- provide advice on the early identification and protection of IP rights arising from research projects;
- develop commercialisation strategies for IP, including advice on appropriate structure, processes and markets;
- working closely with the creators of the IP and relevant third parties to implement such strategies,
- Relationship management to develop and support strong relationships between the commercial and technical/academic parties involved;
- provide prompt and effective assistance to innovators and provide them with necessary information and support for them to carry out their roles within the commercialisation strategy;
- provide commercial advice on licensing strategies and other IP structures and advising and assisting with negotiation of contractual terms, in collaboration with professional advisors;
- assist with the development of a framework and processes for supporting innovation and commercialising IP, to support and assist with the continuation of the strong culture of innovation which is being developed within the CDHB; and

-through effective governance participation and management, ensure that the Canterbury Health Innovation Hub operates effectively and in accordance with industry best practice.
- All other relevant tasks as required.

FUNCTIONAL RELATIONSHIPS:

(Who are the customer/consumers/patients)

INTERNALLY:

1	General Managers
2	Executive Management Team
3	CDHB Managers and Staff
4	Finance Departments
5	Clinical Leaders

EXTERNALLY:

1	Christchurch School of Medicine and Health Sciences, University of Otago
2	Ministry of Health, National Health Board, Other Ministries and Government agencies
3	Canterbury Development Corporation
4	Community Groups
5	Health Innovation Hubs
6	Health Workforce NZ
7	University of Canterbury

KEY PERFORMANCE OBJECTIVES:

Leadership
<ul style="list-style-type: none">· Lead, mentor and develop the Via team to achieve objectives· Mentor colleagues, CDHB clinicians and Hub staff members in the transfer of evidence based research into clinical and management practice and innovation· Build on clinician engagement at Canterbury DHB to embed an innovation culture· Model appropriate leadership standards and behaviours that are consistent with the Canterbury DHB vision and values· Further development of systems and processes to ensure best practice in administration of the Hub· Establish and maintain a health and positive team culture, encouraging and facilitating effective teamwork· Ensure effective and regular communication occurs within the Canterbury Health System about Via Innovation functions and other relevant organisation matters, ensuring that lines of communication are open and effectively facilitated
Operational Management
<ul style="list-style-type: none">· Ensure the effective utilisation of human, financial and physical resources to enable the Via Innovation objectives to be met and exceeded· Enable and support the development and associated relationships with commercialisation partners which facilitate the commercialisation of Canterbury DHB and DHB employee intellectual property· Coordinate the direct and indirect provision of DHB services and client interface with commercial partners, including service pricing· Establish and maintain processes and systems to continually evaluate whether and how new healthcare innovations should be translated into clinical and health management practice· Identify and grow Via Innovation revenue streams which arise as a result of alliance and partnership development activities· Scope and determine workload, work plan, strategies and resource requirements· Develop business case proposals· Manage internal and external communication·
Financial Management
<ul style="list-style-type: none">· Maintain financial performance against budgets for Via Innovation projects· Develop relationships and seek opportunities for the acquisition of additional funds from external bodies

Regional Commercial and Economic Development

- Work closely with relevant Canterbury DHB, and regional industry partners to identify, scope and negotiate strategic alliance and partnership relationships
- Lead project scoping, development and implementation as required to support and enable alliance and partnership development
- Engage with regional industry organisations and partners on identification and development of strategic initiatives relevant to the economic development of the Canterbury region

Compliance and Reporting

- Ensure timely and accurate reporting to all relevant authorities and parties
- Ensure that all legal and statutory requirements are met as a minimum standard

HEALTH & SAFETY:

Managers are to take all practicable steps to ensure the health and safety of employees at work and maintain knowledge of CDHB health and safety systems and policies.

This will be achieved by ensuring:

- Health and safety programmes are sustained by allocating sufficient resources for health and safety to function effectively. This includes regular liaison with the Health and Safety Advisor.
- Employee participation is encouraged and supported in processes for improving health and safety in the workplace and by employee attendance at health and safety meetings.
- A system is in place for identifying and regularly assessing hazards in the workplace and controlling significant hazards.
- All employees are provided with information about the hazards and controls that they will encounter at work.
- Regular workplace audits are carried out.
- All employees receive and have signed off an induction to their workplace and to health and safety policies and procedures.
- All employees receive relevant information and training on health and safety including emergency procedures relevant to their area of work and the appropriate use of personal protective equipment they may need to use.
- All accidents and injuries are accurately reported, investigated and documentation is forwarded on to the Health and Safety Advisor within agreed timeframes.
- Support and participation occurs in employee's rehabilitation for an early and durable return to work following injury or illness.

QUALITY:

Every staff member within CDHB is responsible for ensuring a quality service is provided in their area of expertise. All staff are to be involved in quality activities and should identify areas of improvement. All staff are to be familiar with and apply the appropriate organisational and divisional policies and procedures.

QUALIFICATIONS & EXPERIENCE:

- A clinical, Scientific or Technical Background preferred
- Business degree or other qualification in a relevant field of management; or an equivalent track record in business
- Possess broad knowledge of the Health Sector, and an understanding of the political environment in which the health sector operates, nationally and internationally
- Strong Health, government and health technology industry linkages
- A champion of innovation who is up to date with developments and innovations in health, nationally and internationally
- Well-developed commercial acumen with a history of developing and implementing strategies that have demonstrated positive business outcomes
- Sound financial, strategic and risk management skills
- Demonstrated track record of successful business development and management, ideally in the environment of health innovation
- Ability to develop networks, and leverage off these networks to develop mutually beneficial relationships and partnerships
- A strong leader with a history of enabling, managing and developing staff to achieve desired outcomes
- Highly effective communication, interpersonal and presentation skills

PERSONAL ATTRIBUTES:**Mandatory****Key Behaviours:**

- Ability to “work together” in a truthful and helpful manner.
- Ability to “work smarter” by being innovative and proactive.
- Accepts responsibility for actions.
- Ability to provide inspirational and motivational leadership

Desirable

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The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by staff in this job classification. Staff members may be requested to perform job related tasks other than those specified.