

# A CAREER BALANCING

# WORK LIFE



## BUSINESS COLLABORATION SPECIALIST

The role of the business collaboration specialist involves planning, developing and managing the functional, operational and financial components of projects in the Health Care Services department for organizational, clinical, and systems changes arising from WorkSafeBC and/or Health Care Services strategies, initiatives and contracting projects. The business collaboration specialist ensures projects are delivered on time, within budget and in accordance with approved standards. Other responsibilities include implementing and assisting with the development of requirements and language for health care provider contracts, developing multiyear plans and budgets for a variety of initiatives for internal and external audiences, guiding department staff in managing difficult or complex scenarios; and overseeing the development of outreach activities including educational sessions, workshops and focus groups.

### As a qualified candidate, you're able to:

- Independently plan and coordinate projects including establishing timelines, identifying resources and overseeing teams, while responding to divisional strategic plans and changing divisional priorities
- Develop program content and coordinate workshops and conferences
- Independently use project management principles and techniques including estimating costs, identifying resource requirements, establishing timelines and monitoring progress
- Initiate, lead, coordinate, assign and mentor project and team members in the production of project deliverables

### You possess the following experience and educational background:

- A university degree
- A minimum of 3 to 6 years related experience in a project management environment

- Two years of supervisory experience
- Working knowledge of project management tools

### Balance and wellness

As a leader in promoting healthy and safe workplaces, WorkSafeBC believes the health and wellness of our employees depends on a solid work-life balance. As a member of our staff, you'll have access to services that can help you get the most out of work... and life.

- **Health and fitness:** We offer many ways for you to keep healthy and fit. Our Richmond office includes a fitness program offering equipment and classes, and staff outside Richmond is reimbursed the cost of gym memberships.
- **Self-funded leave:** Contribute 20 percent of your salary annually for four years, then take the fifth year off and use your accumulated funds.
- **Care and nurturing:** Take an unpaid leave of absence for the care and nurturing of your children.

More information on this position and information on how to apply is available at [www.worksafebc.com/careers](http://www.worksafebc.com/careers).