

Internal ☐ / External ☒
25-50

Position: ASSOCIATE MEDICAL OFFICER OF HEALTH (with Senior Management responsibilities)

Classification:	FULL-TIME	MANAGEMENT	FTE:	1.0 = 35 HOURS PER WEEK
Department:	MEDICAL OFFICER OF HEALTH		Program:	MEDICAL OFFICER OF HEALTH
Location:	BARRIE (HYBRID)		Anticipated Date of Hire:	SEPTEMBER 22, 2025
Salary Range:	To be negotiated		Posting Date:	JUNE 11, 2025

The Simcoe Muskoka District Health Unit (SMDHU) services both an urban and rural population of over 600,000. The SMDHU is responsible for operating and delivering a range of public health programs and services for the populations of the cities of Barrie and Orillia, the County of Simcoe, and the District of Muskoka as described within the Health Protection and Promotion Act, its regulations and the Ontario Public Health Standards. Our vision is “Healthy People. Healthy Places”. Our mission is to “prevent disease and injury and promote and protect health for all in Simcoe Muskoka”. Our values are “respect, collaboration, accountability, equity, excellence and a positive workplace”.

Our main office is located in Barrie, one hour north of Toronto in Central Ontario. The region offers vibrant communities, abundant natural areas and year-round recreational opportunities, all within proximity of a major urban centre.

Purpose of Position:

The Associate Medical Officer of Health (AMOH) is in a position to positively impact the health of the populations served by the Board of Health by providing public health medical leadership and medical direction within the health unit to help identify and address fundamental health needs. The AMOH works with the Medical Officer of Health, the other Associate Medical Officer of Health, Vice Presidents, and health unit staff on development of both a long-range strategic plan for the Board to achieve this end and works in the short and medium term to address more immediate issues and needs. In addition, this AMOH position has senior management responsibilities for the Communications, Health Assessment, Surveillance, and Equity (CHASE) program. To achieve this, the AMOH works collaboratively as a member of SMDHU's Executive Committee and assures the efficiency and effectiveness of CHASE, its initiatives and staff by providing strategic leadership and support to the Program Manager, who serves as their direct report.

In keeping with the Health Protection and Promotion Act, 1997, Section 68 specifies that the Associate Medical Officer of Health (AMOH), under the direction of the Medical Officer of Health (MOH) shall assist in the performance of the duties of the MOH including in administrative and statutory responsibilities, of planning, developing, and evaluating the programs of the health unit. In the absence of the MOH, the AMOH has all the authority and responsibilities of the MOH.

Key Areas of Responsibility:

- Assists the MOH in providing leadership and direction on public health program issues pertinent to the population served by the Board of Health; this is achieved by providing expert advice and strategic direction, working with senior staff and external stakeholders as appropriate to plan, implement, evaluate and continuously improve initiatives.
- Works in collaboration with the Vice President(s) for all program areas assigned to the AMOH, in the provision of public health medical leadership. Assigned program areas will include CHASE and other areas to be determined. Senior Management Responsibilities for the Communication, Health Assessment, Surveillance, and Equity (CHASE) program reflective of the Ontario Public Health Standards, and with this the supervision of the Program Manager and staff providing this program (See position description Addendum), which includes:
 - Working with the Program Manager to ensure development of annual operational plan for the CHASE team.
 - Developing with the Program Manager or confirming policies and procedures and best practices; support excellence in the delivery of CHASE programs and services.
 - Overseeing the management of all elements of CHASE budget items.
 - Providing senior management leadership for any SMDHU Strategic Plan priorities that are within the CHASE mandate.
- Provides public health medical direction to internal staff and consultation to key external stakeholders
- In conjunction with the MOH and/or in their absence, fulfils responsibilities under the Health Protection and Promotion Act including issuing of orders when required
- Participates with MOH/AMOHs in a 24-hour on-call system.
- With the MOH and other AMOHs, responds to health emergencies and other key issues of concern, participating in the Health Unit's emergency response.
- Becomes the Acting MOH in the MOH's absence.

Specific knowledge, skills, abilities:

The AMOH requires sufficient knowledge, skills and abilities to fulfil the purpose and key responsibilities of the position. This requires:

- Advanced knowledge of all public health areas of practice identified in the Ontario Public Health Standards, and particularly within the program areas assigned to the position.
- Advanced knowledge and skills in evidence-informed public health practice.
- Advanced ability to guide population health assessment and surveillance and knowledge exchange.
- Advanced knowledge and skills in advancing health equity through all aspects of public health work, through data, public health programs and services, advocacy, and community engagement.
- Advanced knowledge of theories and principles of public health planning, ongoing quality improvement and program evaluation as related to public health work across comprehensive health promotion, health protection, disease and injury prevention, and emergency management.
- Advanced knowledge and skills in partnership, collaboration and coordination with a range of health systems and community partners.
- Leadership skills, including the ability to engage board members, staff and stakeholders to achieve the alignment of goals, actions and resources with needs, and to communicate effectively as a means of achieving change.
- Advanced knowledge of relevant Federal and Provincial legislation and municipal by-laws.
- Intermediate knowledge and skills in public health administration, human resource management, and financial management.
- Intermediate leadership, team building and human relations skills in order to direct, develop, motivate and support multidisciplinary staff.

- Advanced priority setting ability that considers a wide range of variables within a dynamic situation.
- Advanced ability to present issues, discuss, consider and recommend services and agency priorities in light of the political environment and resource constraints within Executive Committee (i.e. senior management) and with the Board of Health.
- Possess a valid driver's license and reliable vehicle or the ability to travel in a timely and efficient manner to locations within and outside the health unit area.

Education and Experience:

Meets the qualifications of a Medical Officer of Health as outlined in the Health Protection and Promotion Act, including a current license to practice medicine from the College of Physicians and Surgeons of Ontario, and a post-graduate degree in public health. Preference will be given to candidates with a fellowship in Public Health and Preventative Medicine with the Royal College of Physicians and Surgeons of Canada.

Two or more years of experience in a Public Health environment following training is highly desirable, with added consideration given to those with previous management experience.

Deadline: 4:00 pm, THURSDAY, JULY 03, 2025

For further details: refer to the **Associate Medical Officer of Health** [position description](#) and [Addendum](#).

If interested in applying for this position, please forward your completed application to Human Resources at hr@smdhu.org referencing posting **#25-50** in the subject line. Your formal application consists of submitting both an up to date résumé and a separate cover letter including specific examples in detail of how you meet the minimum requirements and qualifications of this position.

The cover letter is to clearly identify:

- How your education meets the educational requirements listed.
- Specific examples of how your education and experience meets each of the minimum requirements of the job listed under Specific knowledge, skills, and abilities.
- Specific examples of how your education and/or experience meet each of the preferred assets listed in this competition.

Applicants who fail to satisfactorily provide all of the detailed information requested above in their cover letter will be deemed to not meet the minimum job requirements listed in this job posting. Accordingly, their application will not be considered in this competition.

Following submission of your e-mailed cover letter and resume, you will receive a standard reply e-mail confirming your e-mail was received by SMDHU. If you do not receive this confirmation e-mail your electronic application was not received and you will not be considered. Also, if SMDHU's confirmation e-mail is dated/timed after the posting deadline, your application will not be considered as you would have missed the application deadline.

If selected for an interview, candidates may be assessed through testing and/or by providing a presentation/portfolio highlighting examples of their work that is applicable to the position being applied to.

The Simcoe Muskoka District Health Unit is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process upon request. Due to the number of qualified applications we receive, only those selected for an interview will be contacted. All candidates must be legally entitled to work in Canada.