



The Children's Aid Society  
OF HAMILTON

Serving Hamilton's children and families since 1894.

La Société d'aide à l'enfance  
DE HAMILTON

Au service des enfants et des familles de Hamilton depuis 1894.

## EMPLOYMENT OPPORTUNITY

The Children's Aid Society of Hamilton was established in 1894 as a not-for-profit charitable organization, mandated under the *Child, Youth and Family Services Act* of Ontario, focusing on the well-being and protection of children. During this time, the agency has earned a reputation as a leader in the field of child welfare. The Society is committed to the safety, protection and well-being of children and the strengthening of families, while valuing diversity and promoting equity. We are currently seeking a skilled and committed individual to join our team as a:

### QUALITY ANALYTICS SPECIALIST

Regular Full Time (34 hours per week)

Reporting to the Manager, Professional Standards, the Quality Analytics Specialist works collaboratively with the Senior Team to clearly articulate business questions, translating these questions into report specifications, solutions and sharing protocols. The Quality Analytics Specialist will provide leadership in the design and building of reporting and evaluation tools, provide direction to continuous quality improvement processes, and champion the use of data and performance analytics to support the Agency's Strategic Plan. This position may offer the ideal candidate the potential for growth through succession planning opportunities.

#### Major Responsibilities:

- Recommends, designs and builds reporting solutions for the Agency Strategic Plan Scoreboard;
- Manages and administers Ministry required cyclical reporting: Service Standard Quality Improvement, Service Statistics, Extended Society Care and others as determined;
- Participates in quality improvement as it relates to service planning, human resource planning and budget preparation activities that are reviewed within Ministry funding allocations;
- Designs and deploys analytics aligned with Agencies corporate strategies, business and clinical objectives, resources and information systems;
- In collaboration with the Business Intelligence Developer, provides report specifications, validates data elements, data sources, and reporting algorithms, and determines rules for the production and ongoing management of report distribution and consumption for the Senior Team, Management, Staff and Board of Directors;
- Develops formats and methodology for the auditing and analysis of cases regarding standards, compliance and clinical practice to improve service outcomes;

#### Key Qualifications:

- Post Graduate Bachelors degree, with credentials related to business analysis, statistics and research methodology or equivalent;
- Strong knowledge of, and practical experience with the principles and techniques of designing and building and producing performance and outcome reporting;
- Advanced statistical analysis and familiarity with reporting applications such as Cognos, Power BI, SQL Reporting Services;
- Familiarity with relational databases, including the ability to write simple queries for XML and related technologies including Microsoft SQL Server
- Knowledge of CPIN, the Ontario Child Welfare Single Information platform;
- Knowledge of legislation governing child welfare including the CYFSA, Ministry Standards and understanding CAS programs and services, business strategies, goals, priorities and programs is an asset.

*All employees of the Society are expected to demonstrate respect, empathy, and accountability to the children and families we serve and each other, and to attend work regularly as regular attendance is critical to maintaining the highest quality and level of service expected in delivering care to the children and families of our community.*

Interested applicants should submit a current resume to [careers@hamiltoncas.com](mailto:careers@hamiltoncas.com) or by or Fax: (905) 522-1089, clearly indicating the Job Posting Number (**File #72/18**) by **January 31, 2019**

*The Children's Aid Society of Hamilton is dedicated to building a workforce that reflects the diversity of the community in which we live and serve. The Society encourages applicants from all qualified individuals. Applicants that may require accommodation due to disability during the selection process must notify Human Resources when contacted for an interview.*