

Competence Director Alberta College of Pharmacists

Company Overview

The Alberta College of Pharmacists (“ACP”) is responsible for quality pharmacy practice in Alberta. The ACP governs pharmacists, pharmacy technicians, and pharmacies to support and protect the public's health and well-being. The College takes responsibility for pharmacy practice by setting and enforcing high standards of competence and ethical conduct. However, as a single entity within Alberta's broader health system, interdependencies amongst partners and stakeholders are critical to success.

“Healthy Albertans through excellence in pharmacy practice”

The Role

Reporting to the Registrar, the Competence Director is responsible for leading the administration of policies, processes, and programs to ensure pharmacists and pharmacy technicians are competent to perform their authorized roles throughout their careers. This includes guidance of the competence committee, its subcommittees, and working groups; and, administering the College's competence program, as prescribed in the *Health Professions Act* (“HPA”) and the Pharmacists and Pharmacy Technicians Profession Regulation. The Competence Director will work in close collaboration with the Directors of Registration, Professional Practice and Complaints.

Duties and Responsibilities include:

Competence Program Administration

- Draft and recommend policy to the Registrar about the competence program;
- Liaise with external partners, ACP leadership and other program directors to identify practice trends requiring improvement through competence development and behavioural change;
 - Prioritize developmental needs, and facilitate the delivery of programs to improve them;
- Establish, monitor, and continuously improve processes for:
 - Auditing compliance with competence program requirements;
 - Identifying registrants whose competence may be deficient;
 - Remediating competence deficiencies of registrants;

- Facilitate access to programs that support registrants practice in accordance with standards and guidelines (may include facilitating development and delivery);
- Facilitate the development and delivery of learning programs for preceptors and pharmacy licensees; based on requirements developed by the Registration Director in consultation with the ACP leadership team and other program directors;
- Maintain and facilitate the delivery of ACP's jurisprudence learning module;
- Manage processes for assessing registrants seeking authorizations approved by council;
- Monitor and analyze competence data, and generate reports on emerging trends and any other reports as required by the Registrar.

Committee Representation

- Represent the college on provincial and national committees when appointed by the Registrar.

Operational Responsibilities

- Lead and supervise the Competence team;
- Maintain strong collaborative relationships with Directors of other college programs, Competence Directors of other colleges and instructors of pharmacy and pharmacy technician programs;
- Respond to inquiries from the public, stakeholders and college registrants;
- Participate in student education.

The Candidate

Core Competencies

The successful candidate will not necessarily have a pharmacy background, however the following experience and skills are desired:

- Knowledge of, and experience in facilitating, developing, measuring and monitoring educational or training programs, ideally within a regulatory environment;
- In-depth understanding of Alberta legislation related to professional competence and registration;
- Previous, proven success in a supervisory role;
- Previous experience in pharmacy practice is an asset;
- Bachelor of Science in Pharmacy, and registered (or eligibility to be registered) to practice in Alberta are considered assets.

Personal Characteristics

The successful candidate will be an outstanding leader who understands how to lead with influence, build partnerships and who has the courage to challenge the status quo. In addition, the Director will possess the following skills and characteristics:

Leadership - Engages, motivates and leads a diverse group of individuals towards a team success with each member knowing and understanding their respective role and value to the project.

Communication - Articulate and an exceptional listener with strong writing skills. A confident presenter and group facilitator.

Organizational Skills - Strong planning skills with the ability to create complex plans, organize resources and ensure completion on schedule. Takes ownership and gets things done.

Open-minded - Strives to increase knowledge of the larger environment to determine long-term issues, problems or opportunities.

Innovative - Generates and maintains a creative and change-oriented environment with staff and colleagues to encourage the development of new approaches.

Partnership and relationship building - A collaborator, eager to promote sharing of knowledge and broader outcomes with other organizational areas. A gifted networker, able to find partners for joint ventures or other collaborative, cross-organization activities.

For more information or to apply, please contact:

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