

MINISTRY INFORMATION		
<b>GoA Placement</b>	<b>Supervisor</b>	<b>HRC</b>
Ministry: Health Department: Branch: Office of the Health Advocate		<u>Name:</u> <u>Phone:</u> <u>Email:</u>
<b>Job Title:</b>		<b>Program Stream:</b>
<b>PURPOSE</b>	The Policy Intern, Program Services Level 2, assists in the development and implementation of government programs and policies which directly impacts innovation and future direction for the health system. This Policy Intern evaluates policies, programs, and health services through application of quantitative and qualitative research techniques and analysis of associated data and information. This position develops reports and recommendations for the consideration of senior decision-makers and provides input to planning, policy and program decisions. The position will be responsible for completing projects that will impact OAHA and strategic priorities. Therefore, agility and demonstrated ability to apply systems thinking, problem-solving, and business communications to a broad scope of complex issues is key.	
<b>RESPONSIBILITIES &amp; ACTIVITIES - 1</b>	Independently conduct research and analysis of internal OAHA policies and operations to maintaining high standards of practice and excellence when addressing public concerns through structured health complaints processes. <ul style="list-style-type: none"> <li>• Researches, collects, analyzes, and evaluates data and information obtained from diverse sources.</li> <li>• Performs literature reviews and environmental scans.</li> <li>• Conducts applied and quantitative research and analysis and interprets results to identify implications.</li> <li>• Interprets and applies research findings by making linkages to a continuum of policy, planning, and program options.</li> </ul>	

**DESCRIPTION OF INTERN/MINISTRY PLACEMENT**

The Office of the Alberta Health Advocates (OAHA) is comprised of the Alberta Health Advocate and the Mental Health Patient Advocate. The OAHA is responsible to carryout the legislated mandate of the Health Advocate in accordance with the *Alberta Health Act* and the Mental Health Patient Advocate in accordance with the *Mental Health Act*. The OAHA assists Albertans in dealing with concerns about services impacting their health, and in becoming empowered and effective advocates. The OAHA represents the voices of Albertans in the ongoing development of the health system.

**MINISTRY APPROVAL**

<b>Ministry</b>	Health	<b>Branch or Division</b>	Office of the Health Advocate
<b>Supervisor Name &amp; Signature</b>		<b>Date</b>	
<b>Expenditure Officer Name &amp; Signature</b>		D	