

Position Objective

Provide strategic leadership for the design, coordination, implementation and evaluation of a range of population health initiatives and programs to address national, state and locally identified priorities to protect and promote health, and prevent illness.

Primary Roles and Responsibilities with Key Performance Indicators

| Primary Roles and Responsibility Areas | Key Performance Indicator (KPI) | Measure |
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| Strategic planning to improve population health outcomes | <p>Demonstrate performance in:</p> <ol style="list-style-type: none"> 1. Comprehensive and integrated understanding of the health needs of residents within the catchment of CNWQML. 2. Drive the CNWQML's Comprehensive Needs Assessment (CNA) project, utilising the most appropriate models and methodologies for our communities, structure, and organisational capacity. 3. Deliver all CNA project deliverables, and integrate project outcomes into the ongoing cycle of review and planning. which will have deliverables in February 2014 and in a cycle afterwards 4. Research population health status for all CNWQML communities and regions, vulnerable groups and areas of emerging needs. 5. Develop the delivery framework for improving the health and wellbeing of CNWQML's rural and remote communities. 6. Produce CNWQML's first Population Health Plan to improve population health outcomes by April 2014, to include evaluation methods and milestones, and means by measurement data will be collected. | <ul style="list-style-type: none"> <input type="checkbox"/> First CNWQML Health Plan developed by April 2014 <input type="checkbox"/> CNWQML Health Plan updated every three years after June 2014 <input type="checkbox"/> Deliver CNA project deliverables in February 2014 and all other timelines as required in the CAN project <input type="checkbox"/> CNA outcomes are integrated into planning cycle |
| Strategic Health Promotion framework and organisation performance | <ol style="list-style-type: none"> 1. Develop the overarching framework for all health promotion activities with CNWQML. 2. Facilitate and lead the development of quality processes and capability through; <ul style="list-style-type: none"> • Linking activities, reporting and measures to strategic health planning goals, appropriate to the needs of communities; • Developing strategies, processes and tools | <ul style="list-style-type: none"> <input type="checkbox"/> CNWQML Health Promotion framework by Dec 2013 |

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| | to support Team Leaders managing the deliverables of Health Promotion Officers across the region, appropriate to the needs of communities. | |
| Planning for the delivery of sustainable, accessible and culturally appropriate services | <p>Broadly consult with key internal stakeholders to ensure CNWQML services, and delivery are:</p> <ol style="list-style-type: none"> 1. Sustainable, taking account of emerging trends and changing government policy initiatives; 2. Safely and efficiently delivered, as close as possible to where current and potential users of our services are living; 3. Taking into account the needs of all members of our community, with regard to cultural considerations; 4. Fostering rich engagement with communities to enhance the organisations social 'licence to operate' as a valued contributor to the quality of life in the communities we serve. | |
| Supporting Organisational Culture <ul style="list-style-type: none"> • Professional Conduct • Flexibility | <p>Provide evidence of professional conduct including:</p> <ol style="list-style-type: none"> 1. Compliance with organisational code of conduct 2. Compliance with organisational policies and procedures 3. Compliance with relevant legislation such as work place health and safety, equal opportunity and anti-discrimination 4. To behave in a professionally responsible and accountable manner at all times <p>Provide evidence of flexibility in working role related to changing job requirements including:</p> <ul style="list-style-type: none"> • Willingness to take on activities or tasks that may fall outside of regular duties • Capacity to identify and/or respond to areas of need within the workplace in negotiation with Line Manager | <input type="checkbox"/> Nil reported complaints <input type="checkbox"/> Positive feedback received |
| Professional Development <ul style="list-style-type: none"> • Commitment to participate in supervision • Commitment to lifelong learning | <p>Provide evidence of :</p> <ol style="list-style-type: none"> 1. Demonstrated high level expertise in the application of evidence, theory and judgement in planning, implementing and evaluating public health interventions in arrange of setting across a variety of disciplines. 2. Documented evidence of regular attendance and active participation in line management | <input type="checkbox"/> Completion of agreed performance goals as negotiated with line manager |

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| | <p>meetings</p> <ol style="list-style-type: none"> 3. Completion of Professional Development activities in line with agreed goals and core duties 4. Evidence of information sharing with other staff where applicable 5. Documented evidence of active participation in annual performance review process | |
| Work collaboratively within a multidisciplinary team | <p>Provide evidence of cross disciplinary, cross agency, innovative service provision and information exchange including:</p> <ol style="list-style-type: none"> 1. Participation in relationship building/linkages, attendance at relevant meetings, participation in relevant projects etc. 2. Provision of active leadership in high level service improvements for public health capacity and capability, including flexible resource use and alternate service models that maximises health outcomes and organisational efficiencies, encouraging innovative practice within a risk management approach. | <p><input type="checkbox"/> Nil reported complaints</p> <p><input type="checkbox"/> Positive feedback received</p> |
| Activity Reporting | <p>Provide evidence of reporting and data collection including:</p> <ol style="list-style-type: none"> 1. The timely and accurate completion of data relating to service delivery 2. The reporting of outcomes/deliverables in line with funding agreements | <p><input type="checkbox"/> Timely submission of all reports</p> <p><input type="checkbox"/> Meeting target outcomes</p> |
| Participate in service evaluation and quality improvement activities | <p>Provide evidence of participation in a variety of service evaluation and quality improvement activities including:</p> <ol style="list-style-type: none"> 1. Working within a Quality Improvement Cycle 2. Participation in formal accreditation activities 3. Participation in regular and ongoing internal service improvement activities | <p><input type="checkbox"/> Completion of all allocated Quality and Risk Activities (Tickit)</p> <p><input type="checkbox"/> No reported complaints and/or incidents</p> |

Reporting

This position reports to the Chief of Operations, based in Townsville.

Additional Information

Salary package:

Commensurate with qualifications and experience
Salary Sacrifice entitlement up to \$16,049pa
Employer contribution to superannuation 9.25%
Annual leave loading 17.5%
Annual Professional Development allowance

Hours:

This position is 1.0 full time equivalent (FTE), based on a 76 hours per fortnight.

Location:

This position can be based in Longreach, Mt Isa, Normanton or Townsville.

Travel Requirements:

Travelling by road and/or in small planes to communities within the place catchment area

Criminal History Check:

All final applicants for this position will be asked to consent to a criminal record check. Please note that people with criminal records are not automatically excluded from applying for this position. Each application will be considered on its merits.

Selection Criteria

Essential

1. Possession of a tertiary qualification in Health Promotion or Public Health.
2. Extensive knowledge, understanding and experience in the application of contemporary public health/health promotion and primary health care research, theory and practice with particular emphasis on community development and population health planning within rural and remote communities.
3. Highly developed interpersonal, communication, partnering and negotiation skills including demonstrated ability to build effective and productive working relationships with clients, stakeholders and other industry partners to achieve required outcomes.
4. Demonstrated capacity to support, train and mentor staff in health promotion theory and practice including health promotion evaluation.

5. Demonstrated high level of oral, written and interpersonal communication skills, including group facilitation, liaison, negotiation and report writing ability.
6. Ability to undertake work in communities distant from the main office, including absence from the base for two or more nights per week and possibly some after-hours work.
7. Demonstrated ability to operate independently as well as participate in a multidisciplinary team.
8. Awareness of local health issues and a demonstrated ability to work with people of diverse cultural backgrounds.
9. Current 'C' class driver's licence.
10. Computer literacy in Microsoft Office Suite, or willingness and capacity to learn.
11. To be considered you must be an Australian or NZ Citizen or Permanent Resident, or have a relevant visa allowing you to live and work in Australia with no restrictions. NWRH does not undertake visa sponsorships.

Desirable

1. An understanding of Divisions of General Practice / Medicare Locals and their role in the health system.
2. Membership of an appropriate professional association.