



HEALTH  
RECRUITMENT  
SPECIALISTS

# Executive Manager Clinical Services – Sunraysia Community Health Services



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# Background

## Our Vision

Promoting health and well-being

## Our Mission

We will provide coordinated, safe and effective person-centred care

## Our Values and Code of Conduct

Our staff are in a unique position of trust requiring standards of behaviour that reflect community expectations.

Our Code of Conduct applies to all SCHS employees whether full time, part time, casual, contract, permanent, temporary, trainee or apprentice.

Maintaining the trust of the public means our staff properly using the resources, information and authority to:

- ensure that the personal interests of our staff do not adversely influence the way we carry out our duties.
- complying with Acts, Regulations, Guidelines and Policies relevant to our work.

The following four broad values underpin our ethics and standards of conduct:

- Respect
- Integrity
- Compassion
- Empowerment

# Sunraysia Community Health Services

Sunraysia Community Health Services (SCHS) is a publicly funded health service, in Mildura, Victoria, 550 kilometres north-west of Melbourne. SCHS entered its 40th year of service to the community in 2016. SCHS commenced service in 1976 with five services, which have expanded considerably over the 40 years, and we now deliver 55 services to the Sunraysia community.

Most of our healthcare is carried out at a brand new, multi-million dollar complex, at 137 Thirteenth Street, on the corner of Deakin Avenue. SCHS offers aged care services at our H&L Hecht Adult Day Activity Centre, at 5 Johns Street, Mildura, and several of our other services offer in-home to our clients. Having the majority of our services at one place means that SCHS can offer fast service that meets the needs of clients and the community. Together, the 150 people employed at SCHS help provide safe and comfortable healthcare. We know how to take care of your health, with skilled professionals from the best health facilities you will find.

SCHS takes a holistic approach to the needs of clients and the community with an emphasis on continuous quality improvement and excellence in service delivery based on the principles of collaborative primary care.

The health service receives most of its funding from the state and federal government, supplemented by client fees and grants received from other sources.

# Services

## **Adult Day Care & Disability Service**

- Adult day activities & respite for carers
- Community access programs
- Dementia care
- Disability support services
- Social support programs

## **Aged Care Assessment Services**

### **Allied Health**

- Dietetics
- Occupational Therapy
- Physiotherapy
- Speech Pathology

## **Aboriginal Health Promotion &**

## **Chronic Care Program**

## **Alcohol & Other Drug Treatment**

### **Services**

- Counselling, consultancy & continuing care
- Pharmacotherapy maintenance program
- Needle Syringe Program
- Withdrawal services
- Youth Accommodation Support Program
- Koori alcohol and drug diversion
- Non-residential rehabilitation program

## **Chronic Disease Self Management**

### **Support**

## **Community Dental Program**

## **Community Health Nursing**

## **Men's Behaviour Change Program**

## **Movement Disorders Nurse**

## **Counselling Services**

## **Home Nursing**

## **Healthy Together Mildura**

## **Pain Management Service**

## **Palliative Care**

## **Parent Support Service**

# The Role

The Executive Manager Clinical Services (EMCS) role is a solutions oriented and outcome focused role. Incumbents must have the ability to understand the evolving health environment, develop and implement new, innovative and sustainable clinical programs. The EMCS will be proficient in all facets of operational management. This requires a strong skill set that allows executive performance. A focussing on quality system based management and person centered care. Evaluation of current clinical programs, and service improvement to maximise client satisfaction improve clinical operational effectiveness, and manage services that achieve business outcomes through effective governance strategies are a key focus of this role.

The EMCS will be proficient in all facets of operational management possessing high written and oral communication skills. The capacity to make sound judgements under pressure, making appropriate recommendations and approvals and effectively negotiating the introduction of them is a key requirement.

The EMCS provides timely, expert advice on sensitive issues, policy, legislation, systems and processes while maintaining and developing key strategic relationships with all stakeholders. The role requires high-level leadership capability and superior management skills that demonstrate an ability to achieve organisational objectives when leading, contributing and collaborating within teams.

Executives at SCHS are responsible for organisational strategy, governance, service delivery and a range of other initiatives. They are expected to liaise with internal and external departments and agencies. Executives are to ensure our organisation's reputation is high, service opportunities are contestable, and service delivery is relevant, effective, and provides value for money for the community. At the forefront of our service is a focus to meet the needs of the people of the communities in which we operate.

# Key Selection Criteria

## *Mandatory:*

1. **Qualifications**
  - Qualifications in healthcare.
  - Post-graduate qualifications in a relevant field
2. **Demonstrated ability to provide vision, leadership and innovation.**
  - Extensive knowledge of current trends affecting the health arena in Victoria and/or Australia
  - Extensive senior level management experience in a complex health environment
3. **Shapes strategic thinking**
  - Develop strategic and operational plan, providing clinical advice and support to staff, business areas and senior executive team.
  - Demonstrated ability to effectively manage major change programs whilst operating within an environment of significant funding and service delivery changes
  - Analysis of organisational data to drive financial outcomes and improve service delivery
4. **Achieves results**
  - Reviews own work in order to achieve continuous improvement
  - Builds and monitors effective policies and procedures within areas of responsibility
  - Identifies positive opportunities to develop capabilities
5. **Demonstrated experience in clinical governance, including the effective management of clinical risk management and client safety strategies particularly in service provision.**
6. **Cultivates productive working relationships**
  - Works with the business areas and Office of the CEO to improve general skills and knowledge for managing sensitive issues and developing finance initiatives and budgets.
  - Strengthens internal and external stakeholder management and engagement
  - Knowledge of contemporary human resource management practices, including a demonstrated ability to lead, coach and collaborate with others at all levels of the organisation
7. **Exemplifies personal drive and integrity**
  - Displays initiative, optimism, and resilience, engages with risk and shows personal courage
8. **Communicates with influence**
  - Highly developed verbal and written communication skills
  - Actively adapt style and approach for effective communication
  - Negotiate persuasively with a range of internal and external stakeholders

## *Preferred:*

9. **Company Secretary experience, together with either AICD or Company Secretary qualifications.**

# Remuneration

A fixed term, three (3) year contract will be negotiated with the successful applicant depending on qualifications and experience.

A competitive Remuneration Package will be negotiated with the successful candidate. The Total Remuneration Package benefits will be negotiated in the range \$120K-\$150K and will include:

- Base Salary
- Superannuation (12.5%)
- Motor vehicle
- Generous salary packaging benefits

## Closing Date: 1 September 2017

Applications should include: a Cover Letter, your current CV and a Statement addressing the Key Selection Criteria. Applications can be lodged at:

[hrsa@hrsa.com.au](mailto:hrsa@hrsa.com.au)

## Further Information

John Cross

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