

# Director People & Culture

Northeast Health Wangaratta



# About Northeast Health Wangaratta

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## Our Vision

To be recognised leaders in rural healthcare

## Our Values

Caring, Excellence, Respect,  
Integrity, Fairness

Northeast Health Wangaratta (NHW) is a busy sub-regional integrated health service of 241 beds and is the major referral facility for the greater part of North East Victoria. NHW provides a wide range of acute specialist medical and surgical services including; an emergency department, critical care unit, obstetrics and gynaecology, paediatrics and cancer services. NHW also provides sub-acute inpatient services, residential aged care services and a broad range of community services. Additionally, NHW auspices a number of other regional services in post-acute care, palliative care and infection control and provide a range of clinical and corporate services to partner agencies. The duties of this position are to be performed with adherence to the purpose and values of NHW's Strategic Plan and compliance with NHW Hardwiring Excellence Framework and Code of Behaviour.



# NHW Staffing Profile

Labour Category	30 June YTD FTE	
	2017	2106
Nursing	382.10	378.62
Admin/Clerical	122.86	112.46
Medical Support	70.40	64.21
Hotel/Allied	91.63	91.56
Medical	0.06	0.00
Hospital Medical Officers	50.24	45.72
Sessional Clinical	5.94	4.99
Allied Health	55.65	53.05
TOTAL	778.88	750.61

Source: NHW 2016/2017 Annual Report



# The Role

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## PURPOSE OF THE ROLE

The primary purpose of the **Director of People and Culture** is to:

Develop, design and implement innovative strategies, Human Resource and Industrial Relations initiatives and integrated system approaches to support a positive and engaged workplace culture at NHW, enhancing the development of Human Resources to achieve the health service strategic priorities and business objectives, and to ensure professional standards and operating practices maintain quality of service.

## POSITION SUMMARY

ACCOUNTABLE TO:	Chief Executive Officer
DIRECT REPORTS:	Manager – Human Resources/Return to Work Coordinator Recruitment Coordinator Occupational Health and Safety Coordinator Payroll Manager
LIAISES WITH:	Chief Executive Officer Executive Members Department Managers Relevant Professional Bodies NHW Personnel



# Key Selection Criteria

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## Mandatory Requirements

KSC 1 Hold a relevant Human Resources related tertiary qualification and membership of a relevant professional association (eg AHRI).

## Essential Attributes

KSC 2 Demonstrated experience in a senior role relating to managing people and leading culture with proven well developed leadership and management skills in a complex and changing environment.

KSC 3 Demonstrated knowledge regarding the contemporary issues impacting on health workforce management in a rural environment along with the ability to develop and implement strategic human resources policies and initiatives.

KSC 4 Proven strong interpersonal skills and a high level of oral and written communication skills, including mediation/facilitation skills and a demonstrated ability to deal fairly and sensitively with people of diverse backgrounds and cultures.

KSC 5 Demonstrated ability to lead and manage change in line with NHW's Leadership Capability Framework and with NHW's Hardwiring Excellence Framework.

KSC 6 Ability to deliver strategic outcomes for this role whilst meeting set KPIs.

KSC 7 Ability to respond to regulatory requirements and legislative changes as related to human resources management, whilst operating effectively in an industrial sensitive environment.

## Desirable

KSC 8 Previous HR management experience in a healthcare environment.

KSC 9 Advocacy experience before Industrial Tribunals.

KSC 10 Strong knowledge and understanding of the legislative and policy framework which underpins human resource management in the public sector.

KSC 11 Exposure to the implementation of new HR technology.

The Director of People & Culture at Northeast Health Wangaratta will hold:

- A current National Police Check or ability to obtain a satisfactory check
- A current Working with Children Check or ability to obtain a satisfactory check
- Ability to comply with the "Behavioural Outcomes" for this role.



# Remuneration

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A competitive remuneration package will be negotiated with the successful applicant.

Grading: HS9

The Total Remuneration Package (TRP) is inclusive of:

- Base salary (approx. \$120K per annum);
- Superannuation;
- Motor vehicle; and
- Salary packaging

## How to Apply

Applications should include a:

1. Covering Letter,
2. Current CV
3. Statement addressing the Key Selection Criteria; and
4. Completed Application Form (available on the HRS web site).

Applications can be lodged online via the HRS web site or by email at: [hrsa@hrsa.com.au](mailto:hrsa@hrsa.com.au)

**Applications Close: 9 February 2018**

## Further Information

John Cross  
Director  
0417 332 598

