

Chief Executive Officer

Swan Hill District Health



About Swan Hill District Health

Swan Hill District Health is a 143 bed (including Aged Care) fully integrated rural public health service. SHDH employs around 470 staff and services a 100 km radius area with an estimated catchment area of around 35,000 people. Located on the Murray River in rural Victoria, 344 km northwest of Melbourne, SHDH is a sub-regional referral hospital servicing a large, but sparsely populated area of Northern Victoria and South Western New South Wales. Swan Hill District Health is one of four major hospitals in the Loddon Mallee region and provides a wide range of acute inpatient, community rehabilitation, aged residential, domiciliary and primary care, dental services and General Practice, including outreach programs to several small outlying communities. Jacaranda Lodge Nursing Home is located approximately 27km from the main Health Service campus in Nyah West. Logan Lodge is our Residential Aged Care facility located on the main campus.

VISION:

Provide appropriate services in the right setting by dedicated people with and for our community.

This statement reminds us that our services need to be ***appropriate*** so we do not attempt to deliver services which are unsustainable or unsafe.

The right setting for our services challenges us to consider the location and physical environment for our appropriate services.

By dedicated people refers to all our staff and volunteers and visiting consultants who are dedicated to provide high quality care to our residents, patients and clients of Swan Hill District Health.

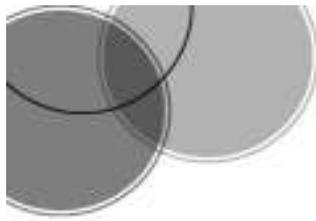
With and for our community reminds us all that we are all working together with our community to provide the best services we can for our community.

VALUES:

- **Respect**...this means that you interact with others as you would expect them to interact with you.
- **Professionalism**...this means we deliver services with integrity, honesty and competence.
- **Care**...this means that we provide a standard of service and support which we would expect for ourselves.
- **Commitment**...this means that we are dedicated to the promotion and success of the organization.
- **Collaboration**...this means working together in a positive, supportive manner

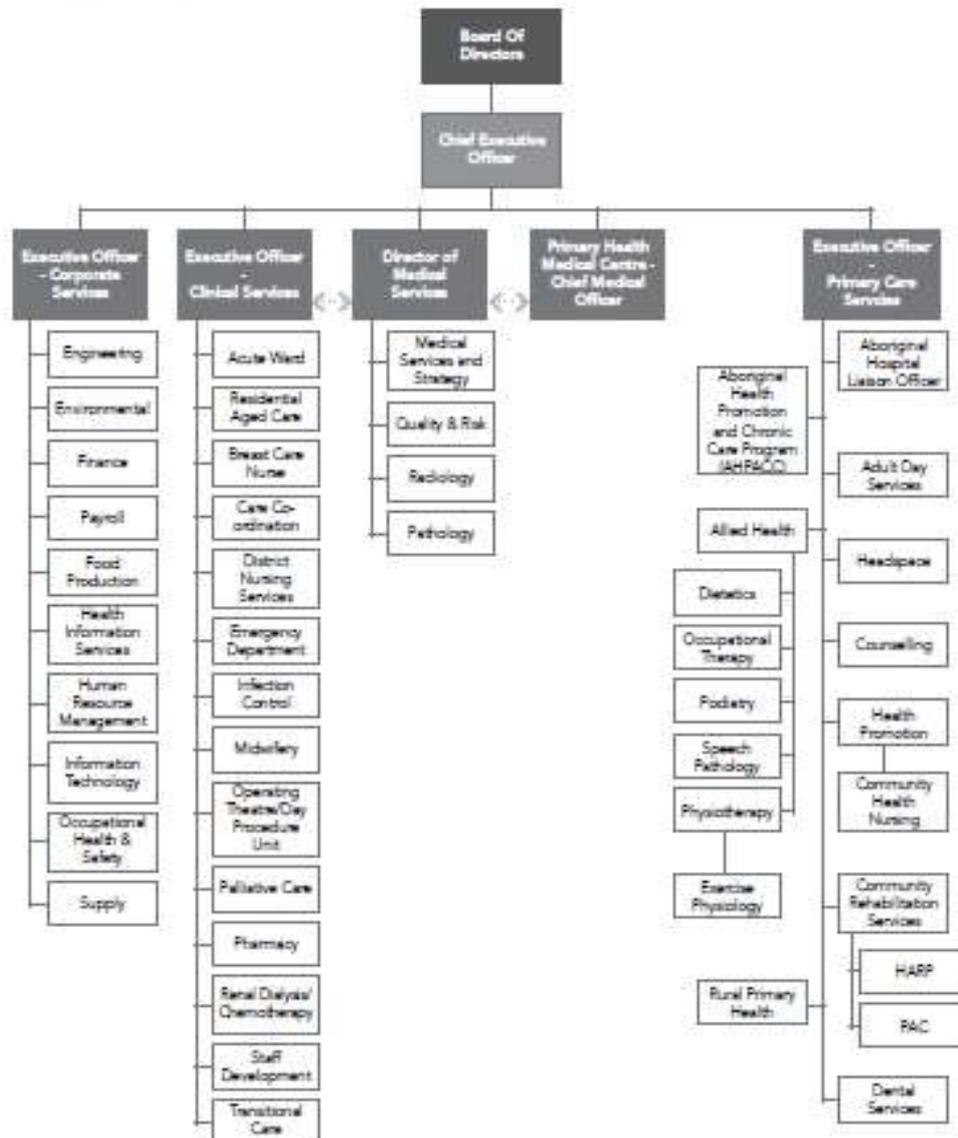


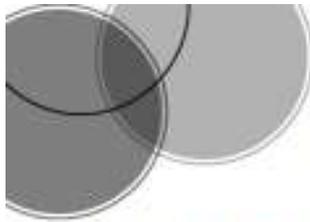
Organisation Structure



Organisation and Reporting Structure

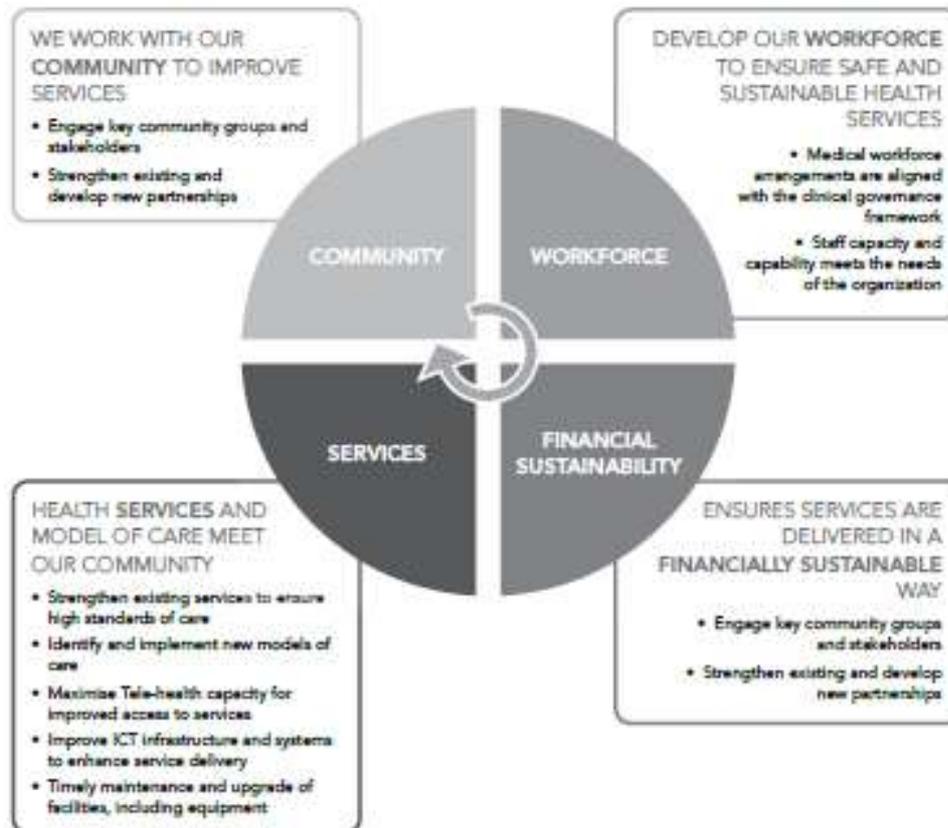
ORGANISATIONAL CHART





Strategic Plan 2016-19

Swan Hill District Health will provide appropriate services in the right setting by dedicated people with and for our community.



VALUES				
RESPECT	PROFESSIONALISM	CARE	COMMITMENT	COLLABORATION
This means that you interact with others as you would expect them to interact with you.	This means we deliver services with integrity, honesty and competence.	This means that we provide a standard of service and support which we would expect for ourselves.	This means that we are dedicated to the promotion and success of the organization.	This means working together in a positive, supportive manner.



The Role

The Chief Executive Officer is responsible, directly to the Board, for the total operational and financial performance of the Health Service and for compliance with its legal and statutory obligations.

Principal Accountabilities:

Service Provision:

- In collaboration with the Board of Directors, Senior Management Group and, where appropriate, the Department of Health, develop and implement services, facilities and resources which provide the highest possible standard of health care to the Swan Hill and District community. Ensure all services, facilities and resources are maintained in a manner which permits maximum utilisation within budgetary limits.

Finance:

- Organise and control the preparation of the annual Operating Budget. Lead negotiations with the Department of Health on budget allocations and the Health Service Agreement. Ensure that all aspects of the Health Service's Administration provide for the most efficient use of resources and control of assets.

Leadership:

- Provide the leadership to staff necessary to maintain high morale, to allow the Health Service to operate smoothly, and to encourage cost efficient high quality patient care. Ensure the Health Service's obligations and responsibilities under the Health Service Agreement are met wherever possible.

Reporting:

- Report to the Board of Directors matters that impact on the strategic direction and governance of the Health Service and on the performance of the Health Service against established benchmarks.

Safe Practice and Environment – Occupational Health and Safety:

- Provide and maintain so far as is practicable a working environment that is safe and without risk to health. Comply with all state legislative requirements in respect to the Occupational Health and Safety Act 1985 and the Accident Compensation (Workcover) Act 1992.

Quality:

- Full accreditation under the EQIP National Standards is expected. Similarly, full accreditation status by the Aged Care Standards Agency has been attained and is expected to be maintained throughout the Aged Care Campus locations.

Development:

- To provide leadership in identifying and securing a funding commitment to commence the redevelopment of new healthcare facilities within the context of the Swan Hill District Health Strategic Plan.



Key Selection Criteria

- KSC 1** Relevant tertiary qualifications in health administration with eligibility for membership of the Australian College of Health Service Executives at Associate Fellow or Fellow status.
- KSC 2** Demonstrated skills and expertise in health service administration and planning, human resource management and financial management at a senior level.
- KSC 3** Proven ability to advocate effectively for the health service. An established track record that demonstrates excellent relationship management and with a high ability to work comfortably in the complex governance environment of Health Services in Victoria
- KSC 4** Excellent understanding of principles of evaluation, clinical governance and risk management in a health service as well as a sound understanding of Public Health Governance and experience working with a Board of Management.
- KSC 5** Proven workforce leadership abilities including: a demonstrated capacity to motivate, engage and maximise the performance of the Executive Team; support colleagues in their contribution; holding others to account and being held to account for agreed targets; and motivating, empowering and influencing others.
- KSC 6** Demonstrated ability to clearly communicate vision and future strategy and to ensure the vision is effectively translated into clear business goals and objectives.
- KSC 7** Participation in a formal Continuing Professional Development Program.



Remuneration

The Board of Management will negotiate a competitive remuneration package with the successful applicant. A three (3) year GSERP contract with a Total Remuneration Package (TRP) in the range of \$194,785 to \$352,436 (Group 3, Cluster 2) will be negotiated with the successful applicant.

The TRP is inclusive of:

- Base Salary
- Superannuation
- Motor vehicle

Other benefits:

Salary packaging benefits are also available.

How to Apply

Applications should include a:

- Covering letter incorporating a response the Key Selection Criteria
- Current CV; and
- 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

Applications Close: 8 March 2019

Further Information

John Cross
Director
Health Recruitment Specialists
0417 332 598

