

Chief Executive Officer

Echuca Community for the Aged



About Echuca Community for the Aged

The Echuca Benevolent Society Inc (trading as Echuca Community for the Aged) has gone through several stages of development since its inception. As early as 1864, it was evident that there was a need for a Benevolent Society in the young town of Echuca. When it was first formed the title given to the organisation was Echuca Moama Benevolent Association. This initial body was only in existence a short time but was soon followed in 1878 by the formation of the Echuca Ladies Benevolent Society.

In 1956 the Society was approached by Rotary to build cottages for the aged on the Society's land. In 1960 the first Iloura units were handed over to the Society by the Rotary Club.

When men were invited to join the Benevolent Society in 1965 the name was changed to the Echuca Benevolent Society.

In 2004, construction commenced on a new greenfield site of the Cunningham Downs Village complex. The 14 Brolga Apartments were completed in June 2005 along with the first five independent living units. The Residential Aged Care Facility, Wharparilla Lodge, began to take residents in January 2006.

From humble beginnings, Cunningham Downs Village has grown to 92 beds in Wharparilla Lodge, 14 supported accommodation units in Brolga Apartments and 79 independent living units.

Mission

To provide and maintain the highest possible standard of care for our residents and clients

Values

To ensure our care is appropriate to the individuals' circumstances

To provide seamless support services, respect the individual and value everyday life activities

To encourage ageing in place

To ensure safety and security

To emphasise a sense of community

To provide accommodation appropriate to the dignity of the aged



Echuca region

Situated in the richly historic and picturesque riverside community of Echuca, ECA provides first class residential aged care, retirement living, supported accommodation and private home care services to elderly members of the Echuca-Moama community and broader Campaspe and Murray shires.

ECA is located approximately 180 kilometres directly north of Melbourne in the Shire of Campaspe (Victoria), adjacent to the community of Moama (Murray River Council, New South Wales). Echuca-Moama is surrounded by the majestic Murray River, which provides for an area prosperous with agriculture, tourism, industry, development and new residents.

Echuca's warm climate and location make it a popular destination for swimming, boating and fishing. It is also the joining place for the Barmah National Park (VIC) and the Murray Valley National Park (NSW), which forms the world's largest river red gum forest.

Renowned for its stunning scenery, plentiful sunshine and majestic rivers, the Shire of Campaspe also boasts friendly people, thriving towns, a rich history, an extraordinary number of places to unwind, vibrant cultural atmosphere and a "can do" attitude to business. Added to this, old fashioned country values and traditions, diverse lifestyle choices, affordable housing, high quality health and education facilities, unique wining and dining venues, and an endless choice of accommodation options for families and friends when they visit, make Campaspe the perfect place to call home.



The Role

The Chief Executive Officer is required to have an advanced knowledge of business procedures and the ability to demonstrate a sound knowledge base in the application of knowledge to practice. The CEO is a coordinator and must have excellent communication skills. He/She will be required to have a close working relationship with the Board of Management and implement and comply with all relevant policies approved by the Board of Management. He/She will be required to liaise with other Residential Aged Care services regarding the service needs of the elderly and frail, develop appropriate services to meet the identified needs and to promote and develop the management of the service.

Ideally, the CEO will have, or be working toward, tertiary qualifications preferably in management. He/she will be aware of the physical and budgetary constraints of the organisation as a whole and oversee the Director of Nursing Care in working within these constraints. The professional development of staff within the Organisation will also be a priority. He/She will be committed to teamwork and act as a mentor and role model for staff.

The Chief Executive Officer has the responsibility of ensuring that the day-to-day business practices of the organisation are in line with the objectives and philosophies of Echuca Community for the Aged.

The Chief Executive Officer also has the responsibility of administering the objectives and strategies of the organisation's Strategic Plan.

The position also is responsible for Maintenance Service, external contracts and Grounds etc.



Key Selection Criteria

KSC 1 A demonstrated experience and qualifications in office administration and financial management, preferably in a Medical/Aged Care centre or similar health related service.

KSC 2 Good written and verbal communication and interpersonal skills.

KSC 3 A willingness to work in a fluid multi-skilled environment and be an effective team leader.

KSC 4 Proven organisational skills.

KSC 5 Good knowledge of Aged Care regulatory requirements.

KSC 6 Possess vision with the necessary practical skills to aid and assist the Society in developing future strategic directions including property management and property development.



Remuneration

The Board of Management will negotiate a competitive remuneration package with the successful applicant. A three (3) year contract with a Total Remuneration Package (TRP) in the \$180K+ range will be negotiated with the successful applicant and will be dependent upon qualifications and experience

The TRP is inclusive of:

- Base Salary
- Superannuation (11.5%)
- Motor vehicle

How to Apply

Applications should include a:

- Covering Letter incorporating a response to 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: 30 August 2019

Further Information

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