

# Chief Executive Officer

## Mildura Base Public Hospital



# About Mildura Base Public Hospital

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Mildura Base Public Hospital is a 165 bed (level 1) tertiary teaching hospital. The hospital provides public hospital services on behalf of the Victorian Government to the community of Mildura and the Sunraysia District.

The hospital provides a suite of acute services including emergency, maternity, intensive care, general medicine and surgery, oncology, medical imaging, pathology, dialysis, mental health (inpatient and community services) and a number of ambulatory services.

Mildura Base Public Hospital is affiliated with Monash and La Trobe Universities for the provision of undergraduate and postgraduate medical, nursing and allied health education. Affiliations also exist with other universities for clinical placement and training.

Mildura is located in North West Victoria on the Murray River approximately 600 kms from Melbourne and 380 kms from Adelaide.

The population of Mildura and surrounding district (Sunraysia) is approximately 80,000. The region has several daily air services from Mildura to Adelaide and Melbourne taking approximately 1 hour.

Renowned for its warm climate, the Mildura region receives the highest sunshine hours in Victoria, being an average of 8.6 hours per day (over 12 months), as well as the highest number of clear days in Victoria, being 132 per annum. The average annual minimum temperature is 10.3°C and average annual maximum temperature is 23.6°C.

The region is home to a wide range of quality early years, primary, secondary and further education services including child care, kindergartens, public and private primary and secondary schools, university campuses, TAFE and registered training providers.



# Services

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Mildura Base Public Hospital provides an extensive range of services.

**Specialties include:**

- Cardiology
- Community and Inpatient Mental Health Services
- Chemotherapy
- Day Surgery
- Dialysis
- Emergency Services
- ENT Surgery
- Faciomaxillary Surgery
- General Medicine
- General Surgery
- Gerontology
- Hospital in the Home
- Intensive Care
- Obstetrics and Gynaecology
- Oncology
- Ophthalmology
- Orthopaedics
- Paediatrics
- Psychiatry
- Rehabilitation Services
- Urology

Comprehensive Pathology, Imaging, Pharmacy and Allied Health Services are also available on-site. Resident medical staff provide medical cover 24 hours a day, working in liaison with visiting medical officers.



# The Role

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The position of Chief Executive Officer (CEO) at Mildura Base Public Hospital is founded on a sound relationship between the Board and the incumbent of this role. This is a prerequisite for effective governance and effective performance of the organisation.

The role of the CEO is to ensure the organisation achieves the strategic plan as developed and defined by the Board. It is the CEO's responsibility to implement the strategic plan and ensure delivery within defined clinical and financial frameworks. Essentially, the CEO is responsible for the organisation's day to day operational management.

The CEO's authority is detailed in the Instrument of Delegation, which is regularly reviewed by the Board.

## Specific Responsibilities and Duties

**Leadership** – Responsible for ensuring that the entire workforce is equipped to deliver the strategic goals of the organisation.

**Deliver Results** – Contribute to the organisational strategic planning process by planning, setting and monitoring clear targets for the team.

**Service Excellence** – Lead and contribute to the delivery of patient focussed health care providing a standard of excellence in customer service that is considered excellence.

**Financial Management** – Ensure prudent and effective financial management in compliance with Board and legal requirements.

**Compliance** – Comply with all delegated authorities and limits and actively communicate any problems, changes or issues.

**Analysis and Problem Solving** – Contribute to all clinical/ non-clinical reporting including qualitative and quantitative analysis as required accurately and within time constraints.

**Innovation** – Demonstrate strong problem solving skills, including the ability to develop new processes and make improvements to processes and services.

**Communicate with Influence** – Contribute to a high performance culture where staff are supported and engaged.

**Performance Management** - Lead by example in undertaking CEO annual performance reviews with the Board.



# Key Selection Criteria

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- KSC 1** Previous experience as a CEO in the Australian or equivalent health sector is highly regarded.
- KSC 2** Demonstrated experience delivering significant and continuous operational improvement.
- KSC 3** A tertiary qualification in health, commerce or business management.
- KSC 4** Post graduate qualification in business, health administration or other relevant area.
- KSC 5** Demonstrated ability to define and clearly communicate vision and strategy and to ensure the vision is effectively translated into clear business goals and objectives.
- KSC 6** Substantial demonstrated experience managing and operating high quality health services. This will include demonstrated experience achieving strategic deliverables and defined Key Performance Indicators.
- KSC 7** Demonstrated ability to think commercially and identify ways to achieve and manage growth and contain costs.
- KSC 8** Extensive knowledge of current trends affecting public sector health in Victoria and Australia
- KSC 9** Demonstrated experience in the effective management of corporate and clinical risk and patient safety strategies.
- KSC 10** A proven history of displaying contemporary leadership skills in a complex organisation with diverse range of vocational work groups.
- KSC 11** Demonstrated experience in successfully engaging with and motivating staff, including clinicians, to deliver organisational objectives.
- KSC 12** Evidence of an ability to build relationships with, and influence external stakeholders to drive organisational performance.



# Remuneration

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The Board of Management will negotiate a competitive remuneration package with the successful applicant. A three (3) year Executive contract with a Total Remuneration Package (TRP) based on the Group 3, Cluster 2 range 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](mailto:hrsa@hrsa.com.au)

**Applications Close: 1 June 2020**

## Further Information

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