

# Chief Executive Officer

Castlemaine Health



# About Castlemaine Health

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Castlemaine Health is a public hospital funded by the Victorian Department of Health and the Commonwealth Department of Health and Ageing. The service operates under the provision of the Victorian Health Services Act 1988.

Castlemaine Health delivers a diverse range of inpatient, outpatient and outreach services to the Shire of Mount Alexander. This also includes provision of assessment, rehabilitation and allied health services to neighbouring shires. They provide an extensive range of health services to the community of Castlemaine and the surrounding region. With a clear regional focus, the Health Service's role within the Loddon Mallee Region has developed to meet the needs of a growing population.

## **Vision**

Exceptional care of every person, every time.

## **Mission**

A well run and trusted organisation that engages with the community to provide high quality health services.

## **Values**

### *Integrity*

We engage with others in the highest degree of dignity, equity, honesty and trust.

### *Care*

We treat people with respect, are compassionate, thoughtful and responsive to their needs.

### *Unity*

We work as a team and in partnership with our communities.

### *Excellence*

We are committed to achieve our Vision.



# Services

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Medical, Surgical, Midwifery, Rehabilitation, Hostel, Nursing Home, Allied Health and a range of Outreach Services are provided to a population of 17,000 in the Shire of Mount Alexander. Assessment and Rehabilitation services are also provided to the neighbouring Shires of Central Goldfields and Macedon Ranges, reaching a combined population of over 60,000. Castlemaine Health is accredited with the Australian Council on Healthcare Standards and the Commonwealth Aged Care Residential Standards Agency.

## **Acute /Sub-Acute Facilities**

- Medical
- Obstetric
- Paediatric
- Rehabilitation
- Geriatric Evaluation & Management
- Respite
- Surgical
- Accident & Emergency

## **Residential Aged Care**

### High Care

- Ellery House
- Thompson House

### Low Care

- Spencely
- Penhall
- Renshaw

### Transitional Care

## **Community**

- District Nursing Services /Palliative Care / Post Acute Care
- Post Acute Care Home Services
- Aged Care Assessment Service
- Adult Day Activity Centre
- Community Rehabilitation Centre /Allied Health Departments
- Volunteer & Social Support Program
- Early Intervention Program
- Community Aged Care





# The Role

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The Chief Executive Officer (CEO) is responsible for executive leadership, driving a value driven culture, operational management and direction towards achievement of Castlemaine's Health's Vision, Priorities, Objectives and Strategic Directions, in accordance with Governance Procedures, the Instrument of Delegation, Strategic Plan and Policies and Procedures. Ensuring the organisation maintains an excellent reputation, meets statutory regulations and complies with the Victorian Department of Health & Human Services (DHHS) policies and procedures. . The position also is responsible for the contracted services (executive and administrative support) provided to the Maldon Hospital under a long standing contract.

## **Key Responsibilities:**

Represent Castlemaine Health professionally and credibly across a range of public and private forums, and negotiate persuasively with convincing rationale to progress strategic objectives and partnerships.

Ensure the Board is provided with accurate, timely, and transparent financial information which is consistent with best practice and good governance;

Proactively manage the implementation of the Castlemaine Health Strategic Plan and report regularly to the Board on the progress and outcomes being achieved

Develop partnerships that improve health and wellbeing outcomes in the community.

Build, manage and monitor Castlemaine Health's operating budget with a view to ensuring financial viability and sustainability for the organisation.

Ensure that Castlemaine Health adopts a Continuous Quality Improvement approach to safety and quality of patient / resident care services.

Identify and manage corporate risks, including informing the Board in a timely manner of any issues of public concern or risks that may affect the health service;

Implement capital and operating plans including a Risk Management Plan to support the Strategic Plan;

Provide leadership that aligns with the workforce, inspires loyalty and promotes fulfilment of the Health Service's vision and values.



# The Region

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Perfectly situated just 120 kilometres north-west of Melbourne, approximately an hour from the Melbourne airport via the Calder Freeway, Mount Alexander Shire is an accessible, well-serviced and future-focussed location. Fast, economical express train services and a major highway make it quicker to arrive in this distinctive and idyllic location. As well as being close to Melbourne, Castlemaine is only half an hour from the regional city of Bendigo, one of Australia's fastest growing inland centres.

A renewed energy in the region is allowing Mount Alexander Shire to be renowned as a relaxed and friendly place to live and do business. Quality restaurants and cafés line the streets. Boutique shopping experiences add finesse to the district, with antiques, collectables, retro and tailor-made goods providing a treasure trove of inspiration. Numerous private Art Galleries are woven throughout the region together with boutique wineries offering cellar door purchases. Arts – including the biennial State Festival and an appreciation of days gone by are part of the fabric of the region.

A diverse business centre along an intact historic streetscape provides access to essential services including banking, solicitors, medical professionals including varied alternative health practitioners and quality shopping. Education facilities across the Mount Alexander Shire are many and varied, with a number of exemplary schools for all ages together with a TAFE College, Continuing Education and the University of the Third Age (U3A). La Trobe University is only half an hour away in Bendigo. Alternative options and traditional schools give rise to a diverse and engaged community.

The hospital is a major employer in the area with a workforce covering a variety of disciplines, including medical, nursing, allied health, support services, administration and general services such as food and laundry.



# Recent Financial Results

## Report of Operations - Financial

### Summary of Financial Results

For the Financial Year ended 30 June 2019

	2019 \$000	2018 \$000	2017 \$000	2016 \$000	2015 \$000
Total Revenue	53,534	49,926	49,404	46,394	42,744
Total Expenses	53,758	51,039	49,749	44,815	44,600
<b>Net Result from Transactions</b>	<b>(224)</b>	<b>(1,113)</b>	<b>(345)</b>	<b>1,579</b>	<b>(1,856)</b>
Other Operating Flows included in the net result	(230)	(356)	303	0	0
<b>Net Result</b>	<b>(454)</b>	<b>(1,469)</b>	<b>(42)</b>	<b>1,579</b>	<b>(1,856)</b>
Total Assets	102,890	72,986	72,279	66,573	63,201
Total Liabilities	37,760	34,681	32,505	27,223	25,409
<b>Net Assets/Total Equity</b>	<b>65,130</b>	<b>38,305</b>	<b>39,774</b>	<b>39,350</b>	<b>37,792</b>

### Reconciliation between Net Result from Transactions and the Operating Result

	2019 \$	2018 \$	2017 \$	2016 \$	2015 \$
<b>Net Operating Result*</b>	<b>215</b>	<b>(410)</b>	<b>1,286</b>	<b>238</b>	<b>(477)</b>
Capital and Specific Items					
Capital Purpose Income	1,774	1,463	1,296	3,540	650
Assets Received Free of Charge		34			
Expenditure for Capital Purpose	(32)	(53)	(859)	(193)	(56)
Depreciation and Amortisation	(2,147)	(2,089)	(2,040)	(2,045)	(2,040)
Finance Costs (other)	(34)	(58)	(28)	39	67
<b>Net Result from transactions</b>	<b>(224)</b>	<b>(1,113)</b>	<b>(345)</b>	<b>1,579</b>	<b>(1,856)</b>



# Key Selection Criteria

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1. Tertiary Qualifications in Health, Commerce or Business Management with relevant Postgraduate Qualifications and/or Technical Qualifications
2. Strong record of financial management demonstrating they can run a financially sustainable health organisation
3. Proven experience in negotiating a range of complex health service and funding agreements.
4. A proven innovative, and strategic leader who can identify opportunities and initiate new ways to improve the organisation's sustainability and services in a timely manner.
5. Experience and/or openness to integration of community health services to achieve better community health outcomes.
6. Ability to build a strong values driven organisational culture, including defining the steps required to improve culture in work areas which have been highlighted as needing a culture shift
7. Proven ability to initiate and implement new services models i.e. new model of care for acute/subacute and residential aged care.
8. Experience and proven ability to partner with the Board, staff, stakeholders and the community to get the best health and well-being outcomes.
9. Demonstrated knowledge and skills to manage a dynamic industrial relations environment.





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

**Applications Close: 28 August 2020**

## Further Information

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