

Director of Corporate  
Services & Chief  
Procurement Officer  
Great Ocean Road Health



# About Great Ocean Road Health

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Great Ocean Road Health (GORH) provides a range of health services within a large catchment area extending from Lavers Hill to Aireys Inlet, including the hinterland townships of Deans Marsh and Forrest and the coastal towns of Lorne and Apollo Bay, as well as many other small townships in between. There are two hospital campuses, including urgent care, acute wards, medical centres and aged care facilities, in Lorne and Apollo Bay.

Our catchment area is home to approx. 5,700 permanent residents and many visitors, particularly throughout the peak holiday season. More than half of the residents are over the age of 50 and health support services play an important role in their lives. Many of Great Ocean Road Health's programs and services are designed to reflect this specific demographic and their specific needs.

Great Ocean Road Health has a range of health services that span across Urgent Care, Short Term Care, Residential Care and Community Care. All residents within the Great Ocean Road Health catchment area (Lorne, Deans Marsh, Fairhaven, Aireys Inlet, Wye River, Kennett River, Separation Creek, Apollo Bay, Lavers Hill), as well as visitors to the region are eligible to access services provided by GORH. For more information please click on the link below

<https://www.greatoceanroadhealth.com.au/about-us/>

## Our Mission

Our Mission Is to Provide High Quality Care Through the Provision of a Range of Viable and Integrated Health, Aged and Community Care Services.

## Our Vision

Great Care for our Community.

## Our Values and Behaviours

**Professional:** We deliver excellent, confidential, reliable and safe service with integrity to the community. We are dynamic, innovative and adaptable in responding to changing health and social environments. We deliver person-centred care and are welcoming and equitable to all people engaging with the service.

**Integrity:** We strongly adhere to moral and ethical principles. We act with sound moral character and honesty. We earn trust through professional behaviour. We are loyal to colleagues and the organisation.

**Respect:** We value the qualities, beliefs and abilities of individuals. We have empathy and compassion. We encourage, support and nourish self-esteem. We positively assist learning and development. We are consultative; providing a non-judgmental, accepting environment where needs are acknowledged and considered.

**Accountability:** We are responsible for the quality of care, services and teamwork. We transparently report and explain. We are responsible for the consequences resulting from our actions.



# About Great Ocean Road Health

## Service Profile

### A – C

- Acute Care
- Advanced Care Planning
- Advocacy Services
- Aids and Equipment Hire
- Alcohol and Drug Recovery
- Allied Health
- Audiology
- Community Care
- Complaints
- Coronavirus Information
- Counselling
- Childbirth Classes

### D – H

- Delivered Meals Program
- Diabetes Education
- Dietitian
- Domestic Assistance
- Exercise Physiology
- Exercise Programs
- Fee Structure
- Haemodialysis
- Health Coaching
- Health Promotion

### I – N

- Lactation Consultant
- Lung Health
- Male Health
- Massage and Bowen Therapy
- Maternal and Child Health
- Medical Centres
- Mental Health Nurse
- Needle Exchange Program
- Nurse to Patient Ratios

### O – P

- Optometry
- Osteopath
- Palliative Care
- Personal Care Service
- Physiotherapy
- Podiatry
- Postnatal Care
- Procurement
- Property Maintenance
- Psychologist

### Q – S

- Residential Care
- Respite Care
- Smoking Cessation Clinics
- Social Support Groups
- Social Support – Individual
- Social Worker
- Spring Cleaning Service

### T – Z

- Telehealth
- Transport Service
- Urgent Care
- Volunteer Program
- Women's Health
- X-Ray

For more information please click on the link below

<https://www.greatoceanroadhealth.com.au/services/>



# Financial and Service Performance

## INCOME STATEMENT

	2020
Total revenue	17,834,629
Total expenses	18,546,601
Net result from transactions	(711,972)
Total other economic flows	58,718
Net result	(653,255)
Total Assets	45,622,194
Total Liabilities	10,976,454
<b>Net Assets/Total Equity</b>	<b>34,645,740</b>

	2020
Net operating result	484,575
Capital Purpose Income	131,094
Specific income	0
COVID 19 State Supply Arrangements	N/A
State supply items consumed up to 30 June 2020	N/A
Assets provided free of charge	0
Assets received free of charge	0
Expenditure for capital purpose	(123,477)
Depreciation and amortisation	(1,204,163)
Finance costs (other)	0
<b>Net Result from Transactions</b>	<b>(711,972)</b>



# Staffing Profile

## WORKFORCE DATA

Hospitals Labour Category	June current month FTE		June YTD FTE	
	2019	2020	2019	2020
Nursing	n/a	54.53	n/a	46.67
Administration and Clerical	n/a	27.95	n/a	27.18
Medical Support	n/a	8.42	n/a	7.39
Hotel and Allied Services	n/a	20.58	n/a	21.9
Medical Officers	n/a	n/a	n/a	n/a
Hospital Medical Officers	n/a	n/a	n/a	n/a
Sessional Clinicians	n/a	n/a	n/a	n/a
Ancillary Staff (Allied Health)	n/a	5.93	n/a	6.21
<b>TOTAL</b>	<b>0</b>	<b>117.41</b>	<b>0</b>	<b>109.35</b>

For additional information please refer to the GORH website to view the:

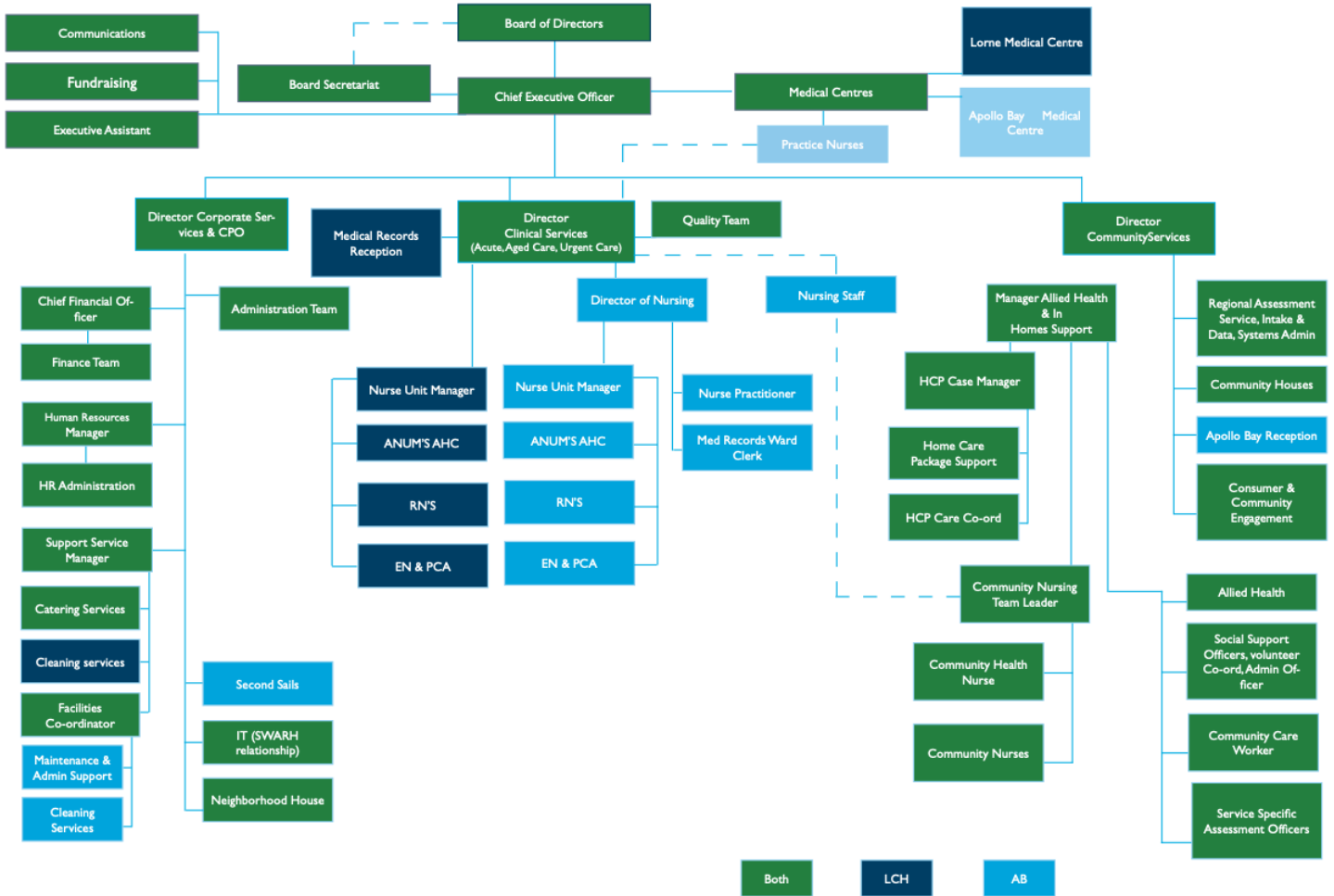
- 2020 Great Ocean Road Health Annual Report
- 2020 AGM Video Link

<https://www.greatoceanroadhealth.com.au/about-us/publications/>



# Organisational Structure

## ORGANISATION STRUCTURE



Both    LCH    AB



# Director of Corporate Services & Chief Procurement Officer

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## POSITION BAOCKGROUND

Great Ocean Road Health's priority is to work with its client base and community to strengthen the community and ensure that people are well supported and able to improve and enhance their wellbeing.

The Director Corporate Services will be responsible for providing leadership, management and efficiencies of the corporate services division.

For more information please refer the Position Description

## Key Selection Criteria

### 1. Essential Education:

- A tertiary qualification in an appropriate discipline with relevance to this position.

### 2. Essential Requirements:

- Proven experience in a senior leadership role.
- Demonstrable competency in strategic planning and business development.
- Current experience in managing and providing leadership to a multi-disciplinary team in a public sector community and/or health services environment.
- Demonstrated experience in corporate organisational structures and the capacity to work effectively in a corporate management team.
- Demonstrated experience in Financial Management knowledge.
- Demonstrated understanding of business functions such as HR, Finance, facilities management etc.
- Demonstrated excellent written and oral communication skills, including the capacity to influence and negotiate in a sensitive and effective manner.
- Demonstrated project management skills and expertise.
- Proven understanding of the application of continuous improvement programs and leading practice.
- Ability to lead and motivate people, and to adopt an innovative approach in relation to responsive service provision.
- Ability to manage conflict in a sensitive and effective way.
- A demonstrated ability to establish and maintain positive and productive relationships with all internal and external stakeholders.
- Aptitude in decision-making and problem-solving



# Remuneration

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The role is Full time

The remuneration is in line with:

Victorian Public Health Sector (Health and Allied Services, Managers and Administrative Officers) Single Interest Enterprise Agreement 2016 - 2020

Classification – Manager & Administrative Worker Grade 8 (HS8)

Other benefits include

- Salary packaging
- Supportive team environment
- Career progression opportunities
- Accommodation support
- Relocation Assistance

## How to Apply

Applications should include the following information and be emailed to: [hrsa@hrsa.com.au](mailto:hrsa@hrsa.com.au)

1. Covering Letter that includes a statement addressing the Key Selection Criteria
2. Current CV
3. Completed Application Form (Available on the HRS web site)

**Applications Close: September 10, 2021**

## Further Information

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