



Candidate Information

Chief Executive
Officer



PORTLAND
DISTRICT HEALTH





We acknowledge the traditional owners of the lands and waterways in which we live and work, the Gunditjmara people of South West Victoria. We honour and pay our respects to elders, past, present and emerging.

Portland District Health would like to acknowledge the Winda-Mara Aboriginal Corporation and the Budj Bim Rangers for the use of this image.



About Portland District Health

Portland District Health is a public hospital under the Health Services Act 1988. Our role is to provide quality, safe health services to people in the Glenelg Shire. Portland District Health (PDH) is one of the oldest hospitals in Victoria. It has a proud history of service to its community.

PDH serves a catchment population of approximately 12,000 people drawn principally from the Glenelg Shire and increasingly from South East South Australia. Some community services cover an expanded catchment, including the Southern Grampians Shire.

While a high proportion of the region's population is concentrated in Portland, many people receiving services from PDH live in smaller townships in the surrounding region and in more isolated cropping, sheep, cattle and dairy farming areas.

Population numbers increase by an estimated 2,000 tourists during summer and other peak holiday periods. The community is characterised by a slowly growing population that is rapidly ageing.

The prevalence of chronic illnesses such as respiratory disease, cancers, cardiovascular disease, diabetes and mental illness is increasing as our population ages.

A relatively high incidence of road accidents, skin cancer, farm injuries and work-related accidents also occur in our region, a characteristic shared with other rural communities.



About Portland District Health

Portland District Health provides an integrated health service which comprises acute, primary health, and residential aged care services.

Our health service provides:

- Twenty four hour, seven days a week Urgent Care Centre
- Sixty-nine registered inpatient beds
- Two operating theatres
- Eight bed day procedure unit, plus Chemotherapy / Dialysis / Sleep Studies
- Twenty-eight bed residential aged care facility (Harbourside Lodge)
- Comprehensive range of Primary Health, Community and Home Care services
- GP Superclinic (Active Health Portland)
- PDH Specialist Centre (visiting specialist centre)
- Portland District Health is accredited with the Australian Council on Healthcare Standards, the Aged Care Standards and Accreditation Agency Ltd, and Home and Community Care National Service Standards.
- PDH has an operating budget of around \$51.7m and employs approximately 436 staff (290 EFT)

OUR VALUES

Organisational (What we stand for)

Togetherness
Optimism
Courage

Operational (How we do our work)

C - Compassion
A - Accountability
R - Respect
E - Excellence



Living in Portland

Portland is one of the earliest places of European settlement in Victoria, and home to one of Victoria's oldest hospitals. Recently the Yoorrook Justice Commission opened its proceedings in Portland.

The Commission's purpose:
"... is looking into land, sky and waters as part of the truth telling process in Victoria.

First Peoples have been caring for country for thousands of generations. The history of Europeans coming to Victoria 200 years ago and taking First Peoples' land is one of wrongdoing and devastating loss.

But it is also a story First Peoples' resistance, survival and ongoing connection to country".

Portland has the charm of a large country town, set by the sea, with all the modern amenities. The town revolves around its deep-water port, however tourism is increasing in the area as the many attributes of the south west are discovered.

The Portland area encompasses the spectacular scenery of the three bays – Portland Bay, Bridgewater Bay and Discovery Bay. Cape Nelson Lighthouse, built in 1884, is perched on the tip of Cape Nelson overlooking Portland Bay and the treacherous southern ocean.

Bridgewater Bay is significant for its wonderful beaches, seal colony, and Petrified Forest, while the mountainous sand dunes of Discovery Bay will leave you spellbound.

Some of Portland's other attractions include:

- The Portland Cable Tram.
- The Portland Botanical Gardens – One of the first public gardens to be established in Victoria and feature a bluestone Curator's Cottage, croquet lawns and 1300 dahlias planted each year.
- Fawthrop Lagoon – A permanent wetland area set in natural bushland on the city fringe. It is home to many birds, plants and aquatic life as well as having an excellent walking track.
- A lavender farm and wineries from the Henty Wine region.
- The WWII Memorial Lookout Tower – Built in an obsolete water tower, the museum displays memorabilia connected to the war and its many steps will lead you to a fantastic 360 degree view of Portland.
- Portland's Powerhouse Motor and Car Museum – the 4th largest in Australia has a unique collection of veteran, vintage and classic cars, motorbikes, tractors and engines.



About The Role

The role of the Chief Executive Officer is to lead Portland District Health (PDH) to become a best-practice rural health service by delivering high quality, efficient and effective services in partnership with sub-regional and regional health services to meet community needs while being responsive to government policy.

The CEO's principal responsibility is to work with the Board, Department of Health, and community to implement PDH's Strategic Plan 2023-26 as well as:

1. Manage PDH in accordance with financial and business plans, strategies and budgets approved by the Board and other instructions of the Board.
2. Lead the organisation's day-to-day operational management, as set out in the Instrument of Delegation.
3. Formulate and implement policies in accordance with the directives of the Board.
4. Utilise Quality Assurance and Clinical Risk Management processes to ensure the organisation operates with an emphasis upon the provision of the highest quality of services to clients, patients, residents, and the community.
5. Provide a high-level health, safety, and wellbeing environment for PDH's staff patients, residents, and the community.
6. Ensure that PDH is a responsive and responsible partner with sub-regional and regional health services including but not limited to Barwon Health, South West Health Care and North West Health.
7. Establish and ensure that key community and consumer engagement strategies are clearly developed, communicated and implemented.
8. Ensure effective relationships are developed and maintained with indigenous community leaders, local politicians, local Government and senior decision makers.



Key Selection Criteria

Qualifications

- A tertiary qualification in business management, or health administration.
- A post graduate qualification in business administration or other relevant area.

Selection Criteria:

- Demonstrated extensive experience of managing high-quality health services ensuring the delivery of exceptional consumer care and experience, achieving KPIs, meeting budget targets and being able to respond to increasing financial pressures.
- A proven history of high order leadership skills while operating in complex internal and external environments.
- Demonstrated ability to communicate a strategic plan to ensure its vision and intent are effectively understood as clear business goals and objectives.
- Understanding and ability to work constructively in the complex governance and policy environment of public health services in Victoria.
- Demonstrated ability to motivate, engage and maximise the performance of the Executive team, stimulate constructive debate and support colleagues in their contribution to and achievement of organisational objectives.
- The demonstrated ability to engage and motivate staff, including clinicians, nurses, midwives, and allied health professionals to embrace change in response to fiscal constraints, clinical governance, policy directions, developments in “best practice”, community needs and culture.
- Excellent relationship-management skills with internal and external stakeholders, including government as well as developing formal and informal partnerships with sub-regional and regional health services.
- Demonstrated ability to think commercially and identify ways to manage growth and contain costs.
- Understanding of all aspects of capital investment in health infrastructure from reviewing existing facilities, identifying, and assessing options, business case development, procurement, project management and strategic oversight of delivery.
- Understanding and ability to work comfortably in a rural and regional setting.

Remuneration

The role is Full Time.

A fixed-term three (3) year contract with a competitive remuneration package dependent on experience and qualifications will be negotiated with the successful applicant. The remuneration package will be based on the Health Executive Employment and Remuneration (HEER) Policy (v2.0). Annual Remuneration Statement for Victorian Public Health Sector Executives – 1 July 2024. PDH is a Group 3 entity under the current HEER policy and the Board will apply the relevant determining factors when negotiating the remuneration package.

The TRP is inclusive of:

- Base Salary
- Superannuation

Other benefits:

- Salary packaging benefits
- Relocation support

How to Apply

Applications should include a:

- Covering Letter
- Current CV
- Statement addressing the Key Selection Criteria; and
- Completed Application Form (available on the HRS website).

Applications can be lodged online via the HRS web site or by email at:
hrsa@hrsa.com.au

Applications Close: September 22nd, 2024

Further Information

John Cross
Director
Health Recruitment Specialists
0417 332 598

The kind of
expertise that
only comes
from years of
experience.

