



# Candidate Information

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Acting Director of  
Clinical Services

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## About Heywood Rural Health

Heywood Rural Health is situated in the town of Heywood, in the Glenelg Shire in the Western District of Victoria and falls within the Barwon Southwest Region of the Department of Health.

At Heywood Rural Health, we have an Aged Care Facility for 45 residents, providing a combination of high and low care, and we have an acute 5 bed hospital and Urgent Care Centre. We also have a Community Health Hub, which includes a GP Medical Clinic, allied health, community nursing services and home care packages service.

Heywood Rural Health is well supported by residents' families, staff and volunteers and the wider community. Our vision is to continue working with our community to create a positive enriched caring environment.

Heywood Rural Health has been providing health services to our community from this site since 1957, when a six-bed hospital was established to provide invaluable quality health care. The hospital continued to expand its services to include additional residential aged care beds.

Today, Heywood Rural Health supports a workforce of approximately 130 employees, adding to the diversity of services we provide to our community. Our facility is funded by the Victorian Department of Health under the Small Rural Health Services flexible funding model. In addition to funding received from the State, we receive funding from the Commonwealth Department of Health and Aged Care for aged residential care and community based services.



## Living in the South West

The town of Heywood services a wide area, and has a bustling town centre, complete with lovely streetscaping and an abundance of rose bushes. Part way between Portland and Casterton on the Princes Highway, Heywood is a place of significant cultural importance, and is also home to the popular Wood, Wine and Roses Festival.

Surrounding Heywood is the UNESCO Heritage Listed Budj Bim National Heritage Landscape, where for thousands of years Gunditjmara people engineered and constructed an extensive aquaculture system along the Mt Eccles/Tyrendarra Lava flows and wetlands.

The region offers some of the Discovery Coast's best bushland and picnic settings. Surry Ridge Picnic Area, situated off the Cut Out Dam Road in the Cobboboonee State Forest, or the picnic area beside the Fitzroy River in Heywood are good spots for a home-packed meal.

Heywood is 357 kilometers west of Melbourne at the intersection of the Princes and Henty Highways and is 27 kilometers north of Portland.

Heywood is the winner of several past "Tidy Town" awards, it is often referred to as the "Jewel of the Southwest".

Heywood has a Mediterranean influenced oceanic climate with mildly warm, dry summers and cool, very wet winters.



## About The Role

The Director of Clinical Services works collaboratively and reports to the Senior Director of Clinical and Community Services for the provision of optimum levels of care to patients, clients and residents through effective leadership, management of staff and other resources, and the development of co-operative professional relationships across the organisation, regional health sector and the community.

The Director of Clinical Services must have a background of clinical expertise, act as a mentor and role model and facilitate the development of new clinical and administrative skills in all staff placed under their responsibility.

The Director of Clinical Services (DCS) role is a solution orientated and outcome focused role. The incumbent must have the ability to understand the evolving health environment, develop and implement new, innovative and sustainable clinical programs.

The DCS will be proficient in all facets of strategic management. This requires a strong skill set that allows executive performance, with a focus on quality system-based management and person-centred care. Evaluation of current clinical programs, and service improvement to maximise client satisfaction, improve clinical operational effectiveness and manage services that achieve business outcomes through effective governance strategies are a key focus of this role.

The DCS will be proficient and possess high written and oral communication skills. The capacity to make sound judgements under pressure, making appropriate recommendations and approvals and effectively negotiating the introduction of them is a key requirement. The DCS provides timely, expert advice on sensitive issues, policy, legislation, systems and processes while maintaining and developing key strategic relationships with all stakeholders. The role requires high-level leadership capability and senior executive management skills that demonstrate an ability to achieve organisational objectives when leading, contributing and collaborating within teams.

This role forms part of the Leadership Team (executive level role) and it is expected that you will work closely with other members of the Leadership Team and with members of the Board of Directors in a professional and collegiate framework.

Leadership Team members at HRH are responsible for organisational strategy, governance, service delivery and a range of other initiatives. They are expected to liaise with internal and external departments and agencies. Members of the Leadership Team are expected to maintain our organisation's high reputation, ensure service opportunities are contestable and service delivery is relevant, effective and provides value for money for the community.



# Key Selection Criteria

## Essential

- Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA) and with a current (non-encumbered) registration;
- Minimum 3 years management experience in a clinical environment with sound knowledge of current best practice in rural aged, acute and urgent care settings;
- Possess strategic thinking and critical analysis skills relevant to strategic decision making.
- Demonstrated high level people management, leadership and communication skills with experience of change management and culture engagement;
- Experience and knowledge of contemporary models of care;
- Demonstrated effective interpersonal skills including problem solving, conflict resolution, mentoring and negotiation skills.
- Experience and confidence to chair designated meetings as well as present to Leadership Team and Board of Directors' on relevant issues and decision requests;
- Comprehensive knowledge of relevant awards, legislative obligations and health industry developments as they apply to the Health Service;
- Demonstrated ability in budget planning, monitoring and control, including knowledge of the relevant funding streams and Government policy (both State & Commonwealth);
- Demonstrated ability to lead and manage projects that improve delivery of services through innovative models of care that are aligned to best practice;
- An advanced understanding and familiarity with NHQHS, CCS and Aged Care accreditation standards and their relationship to the Health Service;
- Demonstrated knowledge and strong understanding of clinical governance, patient safety and clinical risk management;
- Demonstrates a commitment to ongoing learning and professional development of self and others;
- Current Police Check with clearance prior to commencement;
- Current influenza immunisation status as per HRH policy.

## Desirable

- Post Graduate tertiary qualification in advanced nursing, health administration or business management or working towards same (or commitment to);
- Previous experience as a Nurse Unit Manager or higher at a rural health service;
- Contemporary knowledge of issues facing rural health services;
- Membership of an appropriate professional body;
- Current Australian Driver's License;

# Remuneration

A remuneration package based on the Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2024- 2028 will be negotiated with the successful Candidate

The base Total Remuneration Package (TRP) is inclusive of:

- Base Salary
- Superannuation

Other benefits:

Generous salary packaging benefits are also available.

Accommodation support can be negotiated

Employee Assistance Program

Workplace Coach

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# How to Apply

Applications should include a:

- Covering Letter;
- Current CV;
- Statement addressing the Position Requirements and Key Selection Criteria; 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 February 16th, 2025**

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# Further Information

Jo Lowday

Director

Health Recruitment Specialists

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

