

**Position Title:** Director Organisational Development

**Campus:** All

**Directorate:** Organisational Development

**Department:** **Organ**

**Reporting to:** Chief People Officer

**Direct Reports:** Senior Organisational Development Business Partner  
Organisational Development Consultant

## Appointment Terms/Conditions:

**Classification and Code:** HS 8

**Enterprise Agreement:** *Victorian Public Health Sector (Health & Allied Services, Managers and Administrative Workers) Single Interest Enterprise Agreement 2021-2025*

## ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit [www.grampianshealth.org.au](http://www.grampianshealth.org.au).

| <b>Collaboration</b>                                                                                                                | <b>Compassion</b>                                                       | <b>Accountability</b>                                                                                                                     | <b>Respect</b>                                                                          | <b>Innovation</b>                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <i>We are stronger together.</i>                                                                                                    | <i>We show that we care.</i>                                            | <i>We do what we say and say what we do.</i>                                                                                              | <i>We appreciate and value all people.</i>                                              | <i>We adapt and innovate to achieve best outcomes.</i>                                                               |
| Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible. | All people deserve to be treated with compassion, kindness and empathy. | Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments | Our actions and words reflect our commitment to a safe and fair health service for all. | Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement. |

## **POSITION PURPOSE**

The Director Organisational Development, reporting to the Chief People Officer, will be responsible for leadership, management and oversight of the organisational development function across the organisation. This includes the incorporation of the leadership and culture Programs, learning strategy, diversity and inclusion portfolio and linking professional line education and training activities into the broader organisation development framework of Grampians health

The role will support the team through changes and the development of people capabilities within the organisation and work closely with other internal stakeholders, in particular the operations workforce development team and professional education leads to ensure a holistic approach to workforce learning & development.

The role will engage with the broader directorate leadership and support the Chief People Officer in developing and implementing a strategic approach to organisational development that meets the needs of a regional and rural health service and the communities that it serves.

## **KEY ACCOUNTABILITIES**

The D-OD is a member of the people leadership team, providing the frameworks through which over 7000 employees across five campuses and each of the local communities engage with Grampians Health. The role will work closely with other various internal and external stakeholders including the professional directorates to implement a strategic approach for organisational development and provide leadership

The role will ensure and undertake:

- Development and implementation of the organisational leadership and culture program and learning strategy delivery to reflect a contemporary employee experience for our workforce
- Link the workforce plan with culture initiatives and build organisational development capability within the organisation
- Monitor the relevant professional stream development and education opportunities to ensure is consistent access as applicable across all campuses and consistent with the workforce plan
- Collaborate as required with the People leadership team, Executive team and Senior Leaders in relation to organisation wide initiatives.
- Manage the implementation of organisational development activities such as the people matter survey, delivery against the Gender Equality Action Plan and associated policies and programs in line with the organisational requirements
- Develop and execute plans to support the growth objectives of the new organisation that is aligned to the new strategic goals
- Ensure organisation policies, procedures and practices in line with relevant standards, regulations, legal requirements and industry best practice
- Demonstration and leadership of the values of Grampians Health.
- Assurance of a zero-harm approach to health and safety and minimise incidences of harm to employees.
- Compliance with all Grampians Health Policies and Procedures.

## **KEY SELECTION CRITERIA**

### **Qualifications**

- Tertiary and post graduate qualification in a relevant discipline
- At least five years experience in a relevant role at a senior level.

### **Technical/Professional Knowledge and Skills**

- Proven, experience in effectively managing or leading functions where there has been a need to support significant change and build capacity and engage with and support teams

## **Personal attributes**

- Demonstrated ability to conceptualise, design and implement programs or policies utilising project management and stakeholder engagement skills
- Demonstrated experience in working collaboratively with a leadership team to engage with and inspire the workforce to create sustainable positive organisational culture.
- Demonstrated strong values driven leadership skills with a commitment to working collaboratively to achieve agreed organisational vision and objectives utilising an evidence-based quality approach.
- Evidence of highly developed interpersonal, communication and negotiation skills with experience in developing and maintaining collaborative partnerships and stakeholder relationships both internally & externally (including members of the leadership team, professional leads, staff, and service providers).
- Demonstrated sound knowledge of contemporary people management issues and practices.
- Demonstrated ability to meet agreed goals and timeframes in a rapidly changing environment.

## **ORGANISATIONAL REQUIREMENTS**

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary a NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

## **OTHER RELEVANT INFORMATION**

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.