



# Candidate Information

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Manager OH&S  
and Emergency  
Management

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## About Maryborough District Health Service

Maryborough District Health Service (MDHS) is progressive rural healthcare provider in the heart of the Victorian Central Goldfields. We provide care across all stages of life from pre-natal and newborn babies to aged care recipients, and their families and carers.

Our vision is to change the healthcare story with our community. We are driven by our purpose to connect our community to GREAT healthcare. We provide a wide variety of medical services, from acute and urgent care to maternity, oncology and surgical services, as well as allied health services, community services and residential aged care.

MDHS services the Central Goldfields and Pyrenees Shire. Our dedicated team of medical specialists and caregivers are committed to providing quality person-centred care from across our modern campuses in Maryborough, Avoca and Dunolly, and in the community.

Our team of 500 staff live by our values to deliver on our patient promise, and provide best-practice health care to the right patient at the right time. We treat 9,000 patients a year and there are more than 120 beds in daily use across our services.

With a new \$115 million dollar hospital and student accommodation, we are expanding our programs, services and facilities, and continue to attract the best people.

We work with a range of partners to deliver high-quality care and treatment, and teaching and education programs. We're invested in understanding the experiences of our patients and community, and are using new and innovative ways to provide care and support them.



## Living in the Region

With its proximity to Melbourne and good services and facilities, Maryborough is becoming an increasingly popular place for treechangers and those looking for a retirement location.

Once a hugely successful gold mining town with a population which may have reached as high as 53,000 prospectors, Maryborough is now a small city with a number of impressive buildings of which the railway station is particularly impressive.

It is a city to be savoured and explored. The surrounding district, with its many reminders of the goldrush era, is ideal for bushwalkers and visitors wanting to enjoy a bush picnic.

### About Maryborough

The Township of Maryborough is located in the Shire of Central Goldfields in the Loddon Mallee region. Maryborough is situated on the Pyrenees Highway and is approximately 70 kilometres or 50 minutes by road from the major referral centres of Ballarat and Bendigo.

Maryborough has a large catchment area for health service provision and services the surrounding small townships.





## About The Role

The Manager: Occupational Health, Safety & Emergency Planning leads and manages the delivery of health, safety, and emergency management systems across MDHS, ensuring that staff, patients, and visitors are provided with a safe environment, and that MDHS is well-prepared to respond to emergencies and recover quickly. This role oversees a team responsible for a proactive approach to organisation-wide workplace safety and emergency management.

The Manager will proactively promote a positive healthy and safe culture in the workplace by undertaking the following responsibilities:

### Safety and Risk

- Ensure all employees, contractors and visitors are aware of their obligations in relation to Occupational Health & Safety (OHS) related legislation and regulations and monitor and report compliance.
- Identify legislative and organisational OH&S training requirements and coordinate and ensure delivery and tracking of OH&S training.
- Review and develop OH&S policies and procedures to ensure MDHS meets all relevant legislation and standards.
- Administer the OH&S incident reporting system (VHIMS) and oversight reporting and investigation processes ensuring timely follow up of incident and hazard reports.

### Emergency Planning

- Leadership of MDHS's Emergency Planning Committee, design, develop and implement MDHS's emergency response plans and training programs, including emergency operations drills.
- Develop, test and exercise emergency response plans (e.g., fire, flood, pandemic, mass casualty, power outage, infrastructure failure) across all MDHS campuses and service lines.
- Facilitate emergency response and recovery training including Emergency Response Training for all employees, Area Warden Training, Chief Warden Training and operational drills.
- Develop, test and exercise emergency response plans (e.g., fire, flood, pandemic, mass casualty, power outage, infrastructure failure) across all MDHS campuses and service lines.
- Serve as a contact for state and local emergency response groups. Develop relationships with local fire, law enforcement, local government and other local emergency management groups.
- Maintain the Business Continuity Plans for MDHS campuses.
- Monitor and communicate external changes of legislation, codes, acts and standards to all relevant MDHS managers and staff.
- Provide formal reports to the Board, Department of Health, OH&S committee and other relevant committees.
- Chair the OHS Committee



## Key Selection Criteria

### Qualifications and Experience

- Tertiary qualifications in Workplace Health and Safety or other related discipline.
- 3 Years experience in a leadership role

### Skills, Knowledge and Attributes

- Detailed knowledge and understanding of contemporary health and safety legislation, including hazard identification, assessment and control, and the conduct of workplace OHS inspections, audits and accident investigations.
- Demonstrated understanding of accreditation and WorkSafe standards and their application in a healthcare setting.
- Demonstrated experience in a health service, ideally in a regional/rural setting, in health & safety management and/or emergency management.
- Strong knowledge of Victorian health/emergency frameworks, OHS legislation, accreditation standards, business continuity planning and emergency response.
- Demonstrated ability to lead incident investigations, manage corrective actions, and improve safety outcomes.
- High level of stakeholder engagement skills: ability to influence, collaborate and build strong relationships across disciplines and levels.
- Excellent written and verbal communication, with ability to interpret and present data, develop policy and deliver training programmes.
- Leadership skills: ability to lead a team, manage change, drive culture and deliver results in a complex environment.
- Excellent training package development skills and presentation experience

## Remuneration

The role is Full Time.

A competitive remuneration package dependent on experience and qualifications will be negotiated with the successful applicant.

The TRP is inclusive of:

- Base Salary
- Superannuation

Other benefits:

- Salary packaging benefits
- Relocation support

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

**Applications Close: February 8th, 2026**

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## Further Information

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

