

Board Director Position Description Western Victoria Primary Health Network Ltd.

Western Victoria Primary Health Network Ltd is one of 31 organisations across Australia funded by the Commonwealth to work with local communities and clinicians to implement health system reform initiatives. This new, not for profit organisation is responsible for delivering on the following two objectives set by the Federal Government:

- Increasing the efficiency and effectiveness of health services for patients, particularly those at risk of poor health outcomes.
- Improving coordination of care to ensure patients receive the right care, in the right place, at the right time.

In order to achieve the above objectives; Western Victoria PHN's governance, management, staff and advisory structures need to reflect the diversity of community aspirations and challenges across the region.

Role of a Director

All Directors are responsible for the governance of the organisation and are accountable to Western Victoria Primary Health Network's Ltd membership as outlined by statutory requirements and the Company's Constitution. This requires a good working knowledge of the roles and responsibilities of a company Director and of the Board generally.

The role requires attending approximately 11 Board meetings a year (monthly except for January), with participation on at least one of the four Board sub-committees, some of which meet monthly, quarterly and six monthly. The Board meetings and sub-committee meeting are generally held within business hours, however sometimes requires out-of-hours attendance either in person or on teleconference. Board meetings are generally held in Geelong, however will be rotated to the regional centres of Ballarat, Horsham and Warrnambool on some occasions during the year.

In accordance with legal and statutory requirements, Directors must act in accordance with the Corporations Act 2001 (Cth), the Company's Constitution and other relevant legal and statutory in discharging their duties.

The Board is also ultimately accountable to ensure the Company is compliant with the terms & conditions of the Government PHN Funding Agreement, which requires reporting on stipulates health outcomes, aligned to PHN needs assessment in the Western Victoria region.

Competencies – Role Related:

- Strategic thinking and analysis: the ability to look beyond operational issues and develop a vision for the future of the company.
- Analytical and critical reasoning: the ability to get beneath the surface of issues and the capacity to focus on and resolve complex issues.
- Financial literacy: ability to analyse and interpret financial data
- Interpersonal communication skills: listening skills, able to present and analyse ideas, questioning, ability to influence.
- Understanding and appreciation of operating within a Company approved Risk Management Framework.

Additional Skills Requirements:

Individual Directors may bring specific additional skills to the Board, and the Board may recruit candidates specifically for these skills in order to ensure a complementary skill-mix on the Board. The Board will also give consideration to gender balance and regional representation in considering Director recruitment.

Registered Office
Geelong

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Geelong 3220
Tel: 03 5222 0800

Western Victoria Primary Health Network Ltd (ABN 87061300918)

Supporting general practice, commissioning health services into gaps and driving service integration.

These skills may include:

- Public health system experience and knowledge
- Accounting and commerce
- Legal
- General Management
- Contract management and procurement
- Health practitioner/ population health planning and research
- Consumer perspective
- Marketing and communications
- Business leadership and development (in areas other than health)
- Information Technology and Data Governance

Knowledge Requirements:

- Contemporary corporate governance knowledge and experience as a Director of a significant organisation.
- Demonstrated high level experience in financial management with significant financial and business acumen.
- Experience and demonstrated understanding of risk analysis and monitoring at Board or senior level management.
- Current or recent experience in health administration at Board or senior level management or business ownership.
- Senior leadership experience in business, other than a health service, as an owner or CEO.
- Experience and demonstrated success in population health policy, planning and/or research in the areas of high priority for the PHN.
- Experience and demonstrated success in identifying, assessing and developing strategy to achieve organisational objectives in complex systems and fragmented environments.
- Experience operating in commercial markets with demonstrated expertise in commissioning, tendering and business development.
- Experience and demonstrated success in management of information technology and / or data governance.
- Knowledge and experience in stakeholder engagement and in developing successful local networks and community partnerships.
- Experience and/or specific skills related to sub-regional primary health delivery.

Competencies - Personal:

- Strong personal and professional ethics
- Intellectual capacity
- The ability to work as part of a team
- Independence and inquisitiveness: the courage to challenge the status quo
- Preparedness and time availability to work hard and commit to the work of the Board: willing to add value to the Board, to serve on committees and working parties as required, and attendance at business-related functions.
- Stewardship orientation: a commitment to serving the interests of the company and its members and stakeholders
- Appropriate level business acumen

Term of Appointment:

The Director terms will be up to 3 years, aligned to allow an equal rotation of the nine Directors over a 3 year cycle.

Remuneration:

The Director position will be remunerated with reimbursement for travel expenses.

Please contact **Lynne McLennan**, Chair Western Victoria PHN at hlynemclennan@gmail.com or Dr Susan Brumby, Deputy Chair at susan.brumby@wdhs.net, for questions relating to the business of the Primary Health Network