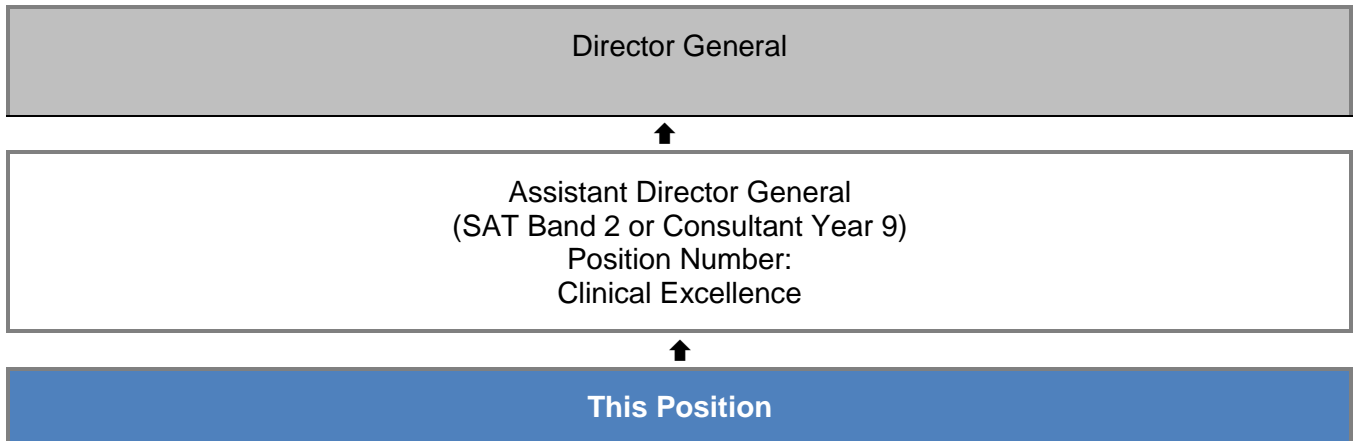




**POSITION DESCRIPTION (SENIOR EXECUTIVE SERVICE)**

<b>Position Number</b>	00014097
<b>Position Title</b>	Executive Director Clinical Leadership and Reform
<b>Classification</b>	Class 3
<b>Division</b>	Clinical Excellence
<b>Directorate</b>	Clinical Leadership and Reform
<b>Award</b>	Public Service and Government Officers CSA General Agreement or MPDGA
<b>Site Location</b>	East Perth

**REPORTING RELATIONSHIPS**



Directly reporting to this position:

<b>Title &amp; Position Number</b>	<b>Classification</b>	<b>FTE</b>
Director System Clinical Support and Innovation	PSA Class 1	42
Director Health Networks	PSA Class 1	27
Director Research	PSA Class 1	8
Manager Institute Health Leadership (proposed)	PSA Level 8 (TBC)	13
Manager Clinical Senate	PSA Level 8 (TBC)	2

## ORGANISATIONAL ENVIRONMENT

The Department of Health, led by the Director General, has been established as the System Manager responsible for the overall strategic direction, management and performance of the Western Australian (WA) public health system to ensure the delivery of high-quality, sustainable, safe and timely health services.

The WA public health system employs approximately 44,000 dedicated staff who ensure the health wellbeing of the State's population throughout the metropolitan, regional and remote areas of WA. The WA health system as a single health entity covers an area covering approximately 2.5 million square kilometres.

The foundations that underpin essential services to the community include: robust standards for the delivery of high-quality and safe care, and optimal patient and community experience; sound financial management and clinical performance; supporting our workforce; infrastructure and information and communications technology (ICT) delivery; and supporting and enhancing research and innovation.

## KEY RESPONSIBILITIES

Leads and facilitates the development of system level clinical service planning, best practice models of care and innovative system improvements informed by contemporary evidence and research that ensures value and quality.

The position promotes clinical leadership and stakeholder engagement in liaison with relevant health service providers, clinicians, professional groups, consumer representatives, international and national organisations, and the private sector in order to implement the Department's objectives.

## BRIEF SUMMARY OF DUTIES

*This section outlines the results and outcomes required of an individual in this position.*

**Employees are required to undertake all duties and responsibilities in accordance with Department of Health WA Code of Conduct, Policies/Procedures and relevant legislation.**

### Role-Specific Responsibilities

Leads the development, coordination and evaluation of strategic and contemporary systemwide clinical reforms and innovation across the WA health system.

Progresses key functional reforms to advance and lead clinical engagement through health networks and partnerships.

Ensures the development and enhancement of research capability, partnerships and collaboration across the sector that supports continuous improvement and the translation of evidence into practice.

Leads and stewards systemwide clinical service support aimed at promoting timely, coordinated and equitable access to care for consumers across the state.

Contributes to increasing the capacity and capability of health leaders across the sector by providing direction and oversight in the identification, development, implementation and evaluation of leadership development strategies, programs and initiatives at the system level.

Leads, facilitates and supports clinical service improvement initiatives and special projects focussed on improving health services, in partnership with health service providers and facilitates sharing of innovative initiatives.

Title Executive Director  
Created April 2018  
Last updated 30 April 2018  
HSS Registered

## **Strategic Analysis, Management and Reporting**

Leads and facilitates the analysis of international and national trends in health care, health systems and service delivery, health and medical research to inform the planning and key commissioning functions of the Department of Health (in its role as System Manager).

Ensures the System Manager has in place appropriate policies, standards, services, systems and processes to support the achievement of strategic objectives, national and state performance targets.

Evaluates and reports on system level clinical service outcomes and performance in partnership with other functions of the System Manager, using relevant benchmarks and objective data, information, evidence and standards.

## **Leadership**

As a member of the Department of Health leadership team, contributes to the ongoing strategic development and management of the Department.

Provides advice and input on high level policy, planning and implementation issues across the Directorate and consistent with the Department's key stakeholder requirements and overall direction and objectives.

Provides strategic leadership, advice and direction relating to systemwide clinical improvement and reform activities.

Provides strategic direction and leadership to the portfolio, and develops, coaches and manages others to ensure achievement of key deliverables

## **Liaison, Representation and Stakeholder Development**

Liaises and collaborates with relevant health service providers, clinicians, professional groups, international and national organisations, higher education institutions and the private sector in order to implement the Department's objectives.

Represents the WA health system in business and professional dealings, and on committees and high-level forums.

## **Corporate Responsibilities**

Leads by example and promotes integrity and professionalism and encourages these standards in others through a culture of collaboration, openness, respect and empowerment.

Provides effective leadership within corporate policies and procedures, and ensures staff demonstrate expected behaviours, aligned with both departmental and broader public sector Codes of Conduct and legislative requirements.

Ensures allocated human, financial and physical resources for the portfolio are managed effectively within policy and budget parameters against agreed targets, performance standards and objectives.

Undertakes other duties as required.

## WORK RELATED REQUIREMENTS

Applicants should demonstrate their capacity to meet the following criteria which should be read in conjunction with the specific responsibilities of this role.

### Essential Selection Criteria

#### **Shapes and manages strategy**

Helps create organisational strategies that are aligned with government objectives and likely future requirements.

Considers multiple perspectives when assessing the ramifications of key issues and develops solutions with long term viability for the organisation and society.

Considers emerging trends, identifies long term opportunities and balances organisational requirements with desired whole of government outcomes.

#### **Achieves results**

Focuses on activities that support organisational sustainability.

Drives the change agenda, defines high-level objectives and ensures translation into practical implementation strategies.

Ensures ideas and intended actions become reality and that planned projects result in expected outputs.

#### **Builds productive relationships**

Encourages stakeholders to work together, and establishes cross agency approaches to address issues.

Consults broadly to obtain buy-in, recognises when input is required.

Builds and sustains relationships that provide a rich intelligence network.

#### **Exemplifies personal integrity and self-awareness**

Operates professionally and within the boundaries of organisational processes and legal and public policy constraints.

Represents the organisation effectively in public and internal forums, and advocates the corporate agenda.

Persists and focuses on achieving organisational objectives throughout periods of extreme pressure.

#### **Communicates and influences effectively**

Superior communication skills so as to effectively represent the Department and promote an understanding of its policies, processes and objectives.

Negotiates and advocates persuasively and presents a convincing and balanced rationale.

Acknowledges and addresses disagreements to facilitate mutually beneficial solutions.

### Desirable Selection Criteria

Post-graduate qualification in a relevant discipline.

Excellent knowledge of contemporary, best-practice clinical governance, patient safety, healthcare innovation and professional leadership of clinicians, demonstrated by the ability to apply contemporary leadership principles.

**Appointment Factors**

- Successful 100 point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity check.

**CERTIFICATION**

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

<b>Manager/Supervisor</b>	<b>Director/Division Head</b>
NAME:	NAME:
SIGNATURE:	SIGNATURE:
DATE:	DATE: