



Job Description Form



Community | Compassion | Quality



Integrity | Equity | Curiosity

Position Title

Position number: VARIOUS

Senior Aboriginal Health Program Officer

Various Regions

The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to approximately half a million people, including 45,000 Aboriginal people, over a vast two and a half million square kilometre area. The organisation comprises seven regions, with a strong network of public hospitals, health services and health centres located across rural and remote Western Australia. Our core business is the provision of quality, accessible health services to country WA residents and visitors. This is a newly created position with one Senior Aboriginal Health Program Officer position available per region located at a WACHS Locations throughout the State.

About the WA Country Health Service

Our Strategic Priorities



Our Values

Community

We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

Compassion

We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

Quality

We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

Integrity

We bring honesty, collaboration and professionalism to everything that we do.

Equity

We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

Curiosity

We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

Our Vision

To be a global leader in rural and remote healthcare.

Our Mission

To deliver and advance high quality care for country WA communities.

Directorate overview

Our Directorate actively supports and encourages diversity and inclusion across all occupational groups through the development and implementation of initiatives aimed at accessing and improving employment and mentoring opportunities for all people. Our strategies are located at www.wacountry.health.wa.gov.au

Position Details

Position Number:	Various	Registration Date:	05/01/2023
Classification:	HSO Level G7	Location:	Central Office
Award / Agreement:	WA Health System – HSUWA Agreement		
Organisational Context:	Health Programs, Aboriginal Health Strategy		

Position Overview

Assists with the management of local level planning, implementation and review of a range of Aboriginal health initiatives including strategic partnerships and policy advice and workforce and community engagement to close the gap in Aboriginal health disadvantage in accordance with key WA Health and WA Country Health Service (WACHS) policies and strategic directions.

Reporting Relationships

Responsible to:

Regional Aboriginal Health Consultant



This position:

Senior Aboriginal Health Program Officer
HSO Level G7



Positions under direct supervision:

Nil

Other positions reporting to this position:

Nil



Key Duties/Responsibilities

1. Service Coordination and Cultural Governance

- 1.1. Supports and maintains established cultural governance initiatives and promotes ongoing improvement that aligns within WACHS, including supporting the implementation of the WACHS Cultural Governance Framework.
- 1.2. Assists with leadership and management of local level planning and implementation of a range of Aboriginal health initiatives.
- 1.3. Supports planning, coordination and implementation of Aboriginal workforce development initiatives, including advocacy for the workforce.
- 1.4. Investigates and analyses planning and policy risks and issues associated in regards to the Aboriginal health initiatives at a local and state level.
- 1.5. Facilitates development of relevant policies, guidelines and standards to support local and state level Aboriginal health initiatives.
- 1.6. Undertakes continuous safety and quality improvement projects that will support the ongoing requirements of the National Safety and Quality Health Service Standards.

2. Communication / Community Engagement

- 2.1. Ensures appropriate Aboriginal health initiatives education, promotion and communication occurs with key stakeholders.
- 2.2. Establishes and maintains relationships and partnerships with stakeholders both internal and external to WACHS including Commonwealth and State Government Agencies, non governmental organisations (NGOs) and Aboriginal community controlled organisations.
- 2.3. Liaises with stakeholders and organisations to support information gathering, research and issue resolution.
- 2.4. Represents WACHS on relevant internal and external working groups and committees.
- 2.5. Establishes effective working relationships with members of the Aboriginal community, engages with community groups and establishes and maintains community networks.

3. Information Management

- 3.1. Provides reports and updates as required, including drafting briefing notes and ministerial responses as required.
- 3.2. Works in collaboration with health information management teams to ensure the management of data and records, including developing required information systems to support local level Aboriginal health projects, program and service objectives.
- 3.3. Provides advice to the Regional Aboriginal Health Consultant and other relevant WACHS stakeholders in relation to interpretation and analysis of workforce and/or clinical data to assist in better health outcomes for Aboriginal patients.
- 3.4. Supports the Regional Aboriginal Health Consultant to establish, monitor, report and review Aboriginal workforce performance indicators and targets in line with WACHS requirements.
- 3.5. Supports requirements to meet reporting operational plan and budget for relevant Aboriginal health and employment initiatives, evaluation and research initiatives and associated resource development.

4. Other

- 4.1. Other duties as required.



Work Related Requirements

The following criteria are to be read together with the Brief Summary of Duties and considered in the context of the WACHS Values.

Essential

1. Pursuant to Section 50(d) of the Equal Opportunities Act, the occupant of this position must be of Aboriginal descent.
2. Demonstrated knowledge and understanding of Aboriginal family structure, culture and customs and the impact on health and ability to advocate Aboriginal health and wellbeing in the workplace.
3. Well-developed verbal, written and interpersonal communication skills, including the ability to liaise, consult and interpret client requirements and present information to a diverse range of stakeholders and customers in a variety of contexts.
4. Demonstrated experience in community consultation, program management and understanding of current project management methodologies.
5. Well-developed organisational skills, with the ability to plan and prioritise workloads to meet timeframes and deadlines.

Desirable

1. Current knowledge and commitment to Equal Opportunity, Disability Services and Occupational Safety and Health in all aspects of employment and service delivery.
2. An understanding of rural and remote health service delivery.
3. Previous experience in a health care environment or a relevant qualification in a health related discipline.

Appointment Pre-requisites

Appointment is subject to:

- Provision of the minimum identity proofing requirements
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Health Assessment
- Successful WA Health Integrity Check
- Mandatory COVID-19 Vaccination Certificate

Where/As applicable appointment is subject to:

- Evidence of a current C or C-A Class driver's licence
- Ability to travel within the region as required including overnight stays
- District Allowance, Annual Leave Travel Concession, one week additional Annual leave for above the 26th parallel, air conditioning subsidy.

WA Country Health Service –
Central Office

5 January 2023
REGISTERED

