



Job Description Form



GREAT SOUTHERN
Landscape Photos: Tourism Western Australia

Position Title

Position number: 007959

Population Health Coordinator

Regional Profile

The Great Southern is situated on Western Australia’s south coast and covers 39,007 square kilometres. The Great Southern is unmatched for the scale, diversity and accessibility of its natural attractions, including rugged coastline, white sandy beaches, forests, wildflowers and the highest peaks in southern Western Australia. The region boasts robust tourism and primary production industries which provide the backbone of the economy. The town of Albany is central to WACHS Great Southern and is located alongside the historically rich and picturesque Port of Albany. The Regional Health Service offers one main health facility at Albany which is widely supported by a network of smaller Multi-Purpose Service (MPS) sites at Bremer Bay, Denmark, Gnowangerup, Jerramungup, Katanning, Kojonup, Plantagenet, Ravensthorpe and Tambellup.

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

The Great Southern Population Health Directorate combines the services of Public Health along with a range of Nursing, Allied Health and Aboriginal Health services which are based in the community.

The aim of Population Health is to prevent disease and injury, as well as maintain and improve the health status through prevention, promotion and intervention strategies and programs that empower the individual and community to make choices which lead to a better health outcome. As many of the factors which determine health outcomes lie outside of the health system, a guiding principle for all Population Health staff is to work in partnership with other organisations.

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:	007959	Registration Date:	02/03/2023
Classification:	HSO Level G-6	Location:	Albany
Award / Agreement:	Health Salaried Officers Agreement		
Organisational Context:	Great Southern Population Health – Public and Primary Health		

Position Overview

Responsible for coordination, planning, implementation and evaluation of population health programs in the Great Southern region in accordance with local, state and national priorities and best practice frameworks.

Reporting Relationships

Responsible to:		←	Other positions reporting to this position:	
614882	Regional Health Promotion Coordinator HSO Level G-7		007639	Health Promotion Officer HSO LG-5
	↑	008044	Project Officer Sexual Health and Bloodborne Virus' HSO LG-5	
This position:		616004	Health Promotion Support Officer HSO LG-3	
007959	Population Health Coordinator HSO Level G-6			
	↑			
Positions under direct supervision:				
	Nil			

**WA Country Health Service
Great Southern**

23 March 2023

REGISTERED



Key Duties/Responsibilities

1. PROGRAM PLANNING AND IMPLEMENTATION

- 1.1. Plans, develops, implements and evaluates population health programs and projects in cooperation with relevant stakeholders and in accordance with best practice, evidence based strategies and in line with local, state and national policies and priorities.
- 1.2. Identifies priority health issues and high risk groups, undertakes needs assessment; researches, analyses and interprets data to provide sound evidence base for specific actions.
- 1.3. Supports and guides the implementation of local health promotion operational plans targeting priority areas and high risk groups.
- 1.4. Identifies and prepares funding applications for the development of programs to address priority health issues..

2. LIAISON & PARTNERSHIPS

- 2.1. Communicates effectively at a strategic level with a range of stakeholders, health professionals and populations using appropriate resources, techniques and technologies.
- 2.2. Identifies builds and manages partnerships within the community and amongst partner agencies to support sustainable health promotion initiatives.
- 2.3. Maintains effective partnerships and networks with relevant regional stakeholders, including representing Great Southern Population Health on working parties, committees and at conferences..

3. ADVOCACY AND POLICY

- 3.1. Advises management and key stakeholders on population health issues in the region.
- 3.2. Advises and assists health service providers to improve the level and quality of health promotion interventions and policies.
- 3.3. Advocates for healthy public policies and services that promote and protect the health and wellbeing of individuals and communities.
- 3.4. Monitors and evaluates the implementation of relevant population health policies and practice.
- 3.5. Acts as a health promotion advocate to professional audiences utilising a variety of avenues such as media releases, interviews, newsletters, reports, seminars and conference presentations.

4. RESEARCH AND EVALUATION

- 4.1. Monitors and reports on data to describe the status of the Great Southern population and makes recommendations for population health action and priorities.
- 4.2. Ensures that evaluation is incorporated into the planning of all population health programs/projects.
- 4.3. Acts as a resource for staff and other stakeholders for routinely collected data on population health issues and evaluation methods.
- 4.4. Critically analyses quantitative and qualitative data; collates and reports Great Southern evaluation results to inform strategies and objectives to achieve strategic outcomes.
- 4.5. Researches and utilises relevant literature to improve, support and guide knowledge of evidence based practice.
- 4.6. Initiates and coordinates research relevant to improving knowledge and uptake of effective population health practice in the region.
- 4.7. Assists in the planning, development, implementation and enhancement of accurate monitoring systems for health promotion programs.

**WA Country Health Service
Great Southern**

23 March 2023

REGISTERED



5. CAPACITY BUILDING

- 5.1. Identifies and builds partnerships and capacity, within the community and amongst partner agencies, to support the planning and implementation of strategies at a local level to increase community participation in sustainable health promotion initiatives.
- 5.2. Consults with relevant stakeholders, staff and organisations to develop and facilitate regional education and training requirements.
- 5.3. Organise and presents at seminars, workshops and meetings as appropriate.
- 5.4. Provides supervision for students working in the Great Southern Population Health Unit.

6. REPORTING

- 6.1. Provides regular reports as required to the Regional Health Promotion Coordinator and other reporting requirements as determined by regional departmental, state and national agreements.

7. OTHER

- 7.1. Participates in regular performance development and personal development in order to keep abreast of health promotion best practice.
- 7.2. Participates in continuing self-education, reflective practice and development to keep abreast of national and international developments; seeks opportunities to innovate and continually improve practice.
- 7.3. Other duties as directed or required by Regional Health Promotion Coordinator

**WA Country Health Service
Great Southern**

23 March 2023

REGISTERED



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. Demonstrated project management skills including planning, development, implementation and evaluation of health promotion activities which are based on a sound knowledge of public health theory.
2. Demonstrated high level interpersonal skills including negotiation, stakeholder engagement and management.
3. Demonstrated verbal and written communication skills including well developed presentation skills, grant submissions, report writing, electronic and other media skills.
4. Demonstrated applied knowledge of health promotion and public health issues, methods and priorities.
5. Demonstrated computer literacy and ability to utilise information systems.
6. Demonstrated ability to work effectively in a multi-disciplinary team, in multiple settings with minimal supervision.
7. Current 'C' class drivers licence

Desirable

1. Tertiary degree qualification in health promotion, public health or other relevant area or evidence of progress towards tertiary degree or post-graduate qualification in a related discipline.
2. Demonstrated experience and ability to work effectively in cross cultural and rural or regional settings.
3. Current knowledge and commitment to Equal Opportunity, Disability Services and Occupational Safety and Health in all aspects of employment and service delivery.

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
- Successful Working With Children Check
- Evidence of a current C or C-A Class driver's licence or other specialised licence class

**WA Country Health Service
Great Southern**

23 March 2023

REGISTERED

