



NMHS Registered

# Executive Director Public Health and Clinical Excellence

## Position Details

Position number: 007999  
Classification: Health Executive Grade B – Corporate  
Agreement: Health Executive Service Policy  
Directorate: North Metropolitan Health Service  
Division: Office of the Chief Executive

## Reporting Relationships

This position reports to:

|        |                      |
|--------|----------------------|
| 000001 | NMHS Chief Executive |
|--------|----------------------|

### Positions under direct supervision:

|                                               |          |         |
|-----------------------------------------------|----------|---------|
| Director Safety, Quality, Consumer Experience | HSO G-11 | FTE 1.0 |
| Manager Clinical Excellence                   | HSO G-10 | FTE 1.0 |
| Director Public Health                        | HSO G-11 | FTE 1.0 |
| Principal Consultant                          | HSO G-9  | FTE 1.0 |

### Primary purpose of the role

Responsible for analysis and provision of high-level expert advice on key clinical safety and quality issues within the health service, and at a State and National level. Responsible for leading Public Health functions including communicable disease control, health promotion and related statewide services. Works collaboratively with the Executive Team and other clinical staff to achieve the delivery of high-quality patient care and clinical services. Contributes to decision making on whole-of-health issues as part of the North Metropolitan Health Service (NMHS) Executive and oversees the strategic direction and planning for safety and governance for the service. Provides leadership to Clinical Directors, Clinical Leads and Heads of Department to ensure there is strong engagement in safety and quality across the organisation. Leads consumer participation and engagement strategies across the service.



## Our values



### **CARE** (Kaaradjiny)

We show empathy, kindness and compassion to all.



### **RESPECT** (Ngargal-wirrn)

We are inclusive of others and treat everyone with courtesy and dignity.



### **INNOVATION** (Milka kaaditj)

We strive for excellence and are courageous when exploring possibilities for our future.



### **TEAMWORK** (Danjoo Yacker)

We work together as one team in a spirit of trust and cooperation.



### **INTEGRITY** (Karnadjil)

We are honest and accountable and deliver as promised.

## Our vision

To be a **transformative leader**, shaping the future of healthcare

## Strategic plan

**Our enduring purpose**  
Providing **excellent compassionate care**



### Our strategic objectives



Excellence in healthcare is at the heart of all we do.



Empower and collaborate with consumers, their carers and families.



Ensure our services are contemporary to meet the evolving needs of our community.



Value, engage and support our people.



Optimise allocation of our resources and minimise environmental impact.



Grow and amplify our innovation and research capabilities.

## About us

North Metropolitan Health Service (NMHS) is one of the largest health services in Western Australia, with three tertiary hospitals and two secondary hospitals, including:

- Sir Charles Gairdner Hospital
- King Edward Memorial Hospital
- Graylands Hospital
- Osborne Park Hospital
- Joondalup Health Campus.



Our highly skilled workforce includes more than 14,000 people dedicated to delivering sustainable, quality-health services.

We deliver a comprehensive range of adult specialist medical, surgical, mental health and obstetric services. Additionally, we offer a range of statewide and specialised multidisciplinary services from our hospital and clinic sites to people living across Western Australia, including:

- Dental Health Services
- Public Health
- State Forensics Mental Health Service
- BreastScreen WA
- Sexual Assault Resource Centre
- Cancer Network WA
- Genetic Health WA



Our medical research and education programs are well-renowned and support ongoing innovations in the treatment and care we provide. To support research, we collaborate with various partners to advance medical science and improve patient care.



## Key Accountabilities

### 1. Strategic Leadership and Accountability

- As a member of the NMHS Executive Team, contributes to decision making on whole of health issues for the organisation.
- Leads and advocates for preventative and public health programs and services across NMHS.
- Provides strategic leadership on relevant clinical safety, quality and public health issues, in collaboration with the Board, Chief Executive, other Executive and Senior Leaders across NMHS.
- Active identification and escalation of high level and emergent issues and risks to the Chief Executive and the Board.
- Actively leads and promotes organisational cultural change.
- Actively and insightfully contributes to strategic, operational and business planning and policy development.
- Provides leadership, professional support and oversight to the Executive, Clinical Directors, Heads of Department, and other Senior Leaders across NMHS, and fosters a culture of collaborative practice and enhanced delivery of patient care across NMHS.
- Analyses and provides high-level expert advice on key clinical safety, quality and public health issues through analysis and assessment of trends and emerging issues within and across the service, and at the state and national levels in relation to the position's portfolio of responsibilities.
- Is the primary responsible officer for safety and quality issues including monitoring trends, compliance with accreditation requirements and sharing of information.
- Builds a competent team, driving and building the framework for continuous development of staff to ensure high performance within the directorate.
- Ensures that resources are managed and developed to meet service requirements and area outcomes.
- Ensures that the portfolio's services and activities meet all clinical and/or corporate governance requirements.

### 2. Communication and Consultation

- Initiates and facilitates forums and discussion groups to resolve issues relating to safety, quality, consumer engagement and public health including policy development, strategic and operational frameworks/plans and legislative compliance.
- Initiates, facilitates and maintains strong working relationships in order to effectively liaise, consult and negotiate with all relevant internal and external stakeholders.
- Initial point of contact and interface between NMHS and relevant internal and external agencies on portfolio related matters for both safety and quality (e.g. System Manager, Australian Council on Healthcare Standards, Health Consumers Council) and Public Health (e.g. local councils, Organ and Tissue Authority).



### 3. Specific Position and Operational Responsibilities

- Provides the strategic direction, planning, leadership and focus for Patient Safety, Clinical Excellence and Consumer Engagement across NMHS.
- Leads key public health statewide services and preventative programs.
- Participates in quality and accreditation initiatives for NMHS, demonstrating clinical leadership in safety and quality management.
- Leads and directs the management and coordination of the service's consumer participation program to ensure greater involvement by local communities in the planning of appropriate services for this population.
- Ensures the Clinical Directors, Heads of Department, and other senior leaders across NMHS are supported to provide informed and impartial advice on safety and quality matters in their area of speciality.
- Develops implements and reviews the key strategies and objectives of the Public Health and Clinical Excellence Directorate.
- Develops, establishes and maintains clinical governance systems and processes for monitoring and reviewing clinical performance and safety and quality of care.
- Champions NMHS's safety and quality initiatives and innovations.
- Oversees NMHS's safety and quality reports, trends and analysis for the Executive and Board.
- Proactively engages with other clinical staff, external experts and family members to determine and coordinate appropriate clinical reviews and specialist input.
- Develops, establishes, and maintains clinical governance frameworks, systems and processes for monitoring and reviewing clinical performance and safety and quality of care.

### 4. NMHS Values: *Care, Respect, Innovation, Teamwork, Integrity*

- Reflect the NMHS values in the way you work, behave and make decisions.

### 5. NMHS Governance, Safety and Quality Requirements

- Ensures, as far as practicable, the provision of a safe working environment in consultation with staff under their supervision.
- Participates in an annual performance development review and undertakes performance development review of staff under their supervision.
- Supports the delivery of safe patient care and the consumers' experience including identifying, facilitating and participating in continuous safety and quality improvement activities, and ensuring services and practices align with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- Completes mandatory training (including safety and quality training) as relevant to role.
- Performs duties in accordance with Government, WA Health, North Metropolitan Health Service and Departmental / Program specific policies and procedures.
- Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

### 6. Undertakes other duties as directed.



## Work-Related Requirements

The following criteria should be considered in the context of the NMHS Vision, Mission and Values.

### Essential Selection Criteria

#### 1. *Shapes and Manages Strategy*

- Inspires a sense of purpose and action to achieve strategic direction.
- Shows forward thinking, judgement, intelligence and common sense.
- Directs policy development within a public policy environment.
- Directs the implementation of operational reforms.
- Harnesses information and opportunities.

#### 2. *Achieves Results and Operational Excellence*

- Builds organisational skill and shapes culture.
- Steers and implements change and deals with uncertainty.
- Delivers intended results.
- Ensures delivery of high-quality services.
- Manages all resources in a constrained environment.
- Demonstrates leadership in workforce and succession planning.

#### 3. *Builds Productive Relationships*

- Nurtures internal and external relationships.
- Facilitates cooperation and partnerships.
- Guides, coaches and develops people.

#### 4. *Communicates and Influences Effectively*

- Communicates clearly.
- Listens, understands and adapts to audience.
- Negotiates and advocates persuasively.
- Values individual differences and diversity

#### 5. *Exemplifies Personal Integrity and Self Awareness*

- Demonstrates professionalism, probity and accountability.
- Ability to work within and promote the values of NMHS.
- Exhibits personal commitment to customer service.
- Engages with risk.

#### 6. Current knowledge of legislative obligations for Equal Opportunity, Disability Services and Occupational Safety and Health, and how these impact on employment and service delivery.

#### 7. Current “C” or “C.A.” class driver’s licence.

### Desirable Selection Criteria

1. Experience working in the health sector particularly working in a large complex health service.
2. Tertiary Qualifications in a relevant health related discipline and where applicable, to be registered by the relevant national registration authority; or equivalent background skills and experience.



**Appointment Prerequisites**

Appointment is subject to:

- Evidence of current “C” or “C.A.” class driver’s licence.
- Provision of the minimum identity proofing requirements.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

**Certification**

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

**Manager/Supervisor**

Name:

HE:

Date:

**HR Nominee**

Name:

HE:

Date:

**Position Occupant**

Name:

Signature:

Date:

|                             |                                                                                   |
|-----------------------------|-----------------------------------------------------------------------------------|
| <b>NMHS Registered</b>      |                                                                                   |
| Registration Certified by:  |  |
| JDF NMHS Registration Code: | NM007999-20260729                                                                 |

