

Position Description Attachment: Operations Director / Director of Nursing – Casey Hospital

Position Details

Position Title:	Operations Director / Director of Nursing Casey Hospital
Date:	June 2025
Division:	Hospitals and Clinics
Reports to:	Divisional Director Hospitals and Clinics – operational Chief Nursing and Midwifery Officer - professional
Site/s:	Casey Hospital
Required hours/days/shifts:	Mon – Fri business hours

Specific Position Dimensions and Relationships

Information specific to the Casey Hospital portfolio

Casey Hospital is a major teaching and research hospital, serving one of the fastest growing areas in the south-east of Melbourne and enabling easier community access to higher acuity care. Services include emergency department, Intensive care, general medicine, rehabilitation and surgery.

The Operations Director/Director of Nursing (DON) Casey Hospital will be accountable for leading and managing the operations of Casey Hospital.

The specific accountabilities will include the delivery of agreed service profiles, financial performance within budget and ensuring the highest levels of quality and safety. The delivery of these will be supported by managing risk, patient safety and clinical governance within the Program and ensuring that effective systems are in place to support a high standard of practice.

This role will be integral in setting the behavioural framework and culture of the site and will be responsible for the effective management of employees and their development, supporting clinicians to identify opportunities for new services and changes in the way we provide services.

Functions, responsibilities and accountabilities of the Operations Director / Director of Nursing Casey Hospital in addition to those on the overarching Operations Director / Director of Nursing position description

The Operations Director / Director of Nursing Casey Hospital, is responsible for the following specialities and services within this portfolio:

- Emergency & Intensive Care Operations
 - Adult Emergency Department
 - Intensive Care Unit
- General Medicine Operations
 - Tower 2
 - Tower 3
 - Tower 4
 - Tower 5
- Surgery Operations
 - Ward A

- Ward C
- Ward D
- Ward H

In addition to the responsibilities and accountabilities required of an Operations Director/Director of Nursing position description, the role will also be responsible for:

- leading high performing teams within Casey Hospital to provide consistent, comprehensive, collaborative care for our local community.
- To provide comprehensive and effective operational leadership across all clinical teams at Casey Hospital.
- Holds a strategic leadership portfolio aligned with a Program Medical Director, ensuring coordinated clinical and operational priorities across the service

Specific key result areas of the Operations Director / Director of Nursing Casey Hospital in addition to those on the overarching Operations Director position description

Refer to overarching Operational Director / Director of Nursing position description for key selection criteria.

Specific key criteria for this position in addition to those on the overarching Operations Director / Director of Nursing position description

Refer to overarching Operational Director position description for key selection criteria.

Key Relationships:

Internal:

Direct Reports

- Operations Manager Emergency & Intensive Care Casey Hospital
- Operations Manager Medicine Casey Hospital
- Operations Manager Surgery Casey Hospital

Other Internal Relationships

- Operations Director within the Hospitals and Clinics Division and across all other Divisions
- Divisional Director Hospitals and Clinics
- And as per the generic / overarching Operations Director position description relationships.

External:

- BGIS for building management and security

Incumbent Statement

I have read, understand, and accept this Position Description Attachment and the generic Position Description.

Full Name: _____

Signature: _____ Date: _____