

Position description

Position	Manager Mental Health Reform		
Purpose	To lead and oversee regional planning, integration, and commissioning of stepped care services to improve outcomes for people with or at risk of mental illness and/or suicide and oversee delivery of service navigation activities including My Mental Health website and Head to Health phone line.		
Approval date	2 November 2022	Approved by	Libby Dunstan

Brisbane North PHN

Our vision is a community where good health is available for everyone.

Brisbane North PHN supports clinicians and communities in Brisbane's northern suburbs, Moreton Bay Regional Council and parts of Somerset Regional Council. It covers approximately 4,100 km² of urban, regional and rural areas, with a population of over one million.

We are one of 31 Primary Health Networks across Australia.

We work with local communities, consumers, carers, health professionals, hospitals and community providers to understand our community and their needs. We then engage stakeholders to design and commission programs and services to meet those needs.

Our PHN's goals:

- Be informed and led by community voice
- Re-orient the health system toward care close to home
- Build capacity of providers to meet health needs of our region.

The PHN's values:

- Collaboration: We build strong and enduring relationships to achieve our shared goals
- Diversity: We are inclusive, fair and responsive to different needs
- Integrity: We are transparent, respectful and work to the highest standards
- Courage: We lead new approaches, learn and improve
- Impact: We deliver outcomes for our community.

Key outcome areas

To ensure the organisation works effectively to achieve its annual business plan, each team member has responsibility for a range of activities and outcomes. These activities and outcomes are reviewed once a year formally and on an ongoing basis informally with team members and managers.



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Role-specific

- plan, lead and manage the delivery, evaluation and improvement of services commissioned by the Mental Health Reform program, to achieve desired outcomes and in accordance with our strategic vision, timeline, budget, and funding requirements
- working with a range of partnership and action groups, lead the development, implementation and reporting of *Planning for Wellbeing*, our regional plan for mental health, suicide prevention and alcohol and other drugs
- lead the implementation of new or innovative projects, including the Regional Suicide Prevention initiatives and Head to Health services
- proactively engage in broader State and National discussions and activity to inform and further progress local Mental Health Reform Program outcomes

Management

- develop and lead the Mental Health Reform team by providing effective coaching, mentoring and professional development opportunities; and applying appropriate recruitment, induction and performance management principles which comply with our policies and procedures
- identify, build and maintain excellent relationships with key stakeholder and partner organisations including health service providers, policy makers, potential funders and governments.

General

- regularly attend team and staff meetings
- contribute to the pursuit of excellence through promoting and maintaining positive team spirit and organisational values, abiding by the organisation's Code of Conduct and Leadership Capability Framework, implementing all policies and procedures correctly and recommending quality improvements
- communicate effectively and respectfully with all members of the organisation and external stakeholders
- record all interactions in ChilliDB and other program and project databases on time, ensuring that information is relevant, accurate, up-to-date and accessible by other team members
- comply with reporting requirements as directed by your manager
- deal with sensitive information in a confidential and professional manner
- complete other reasonable duties and projects as required to meet organisational objectives

Reporting relationships

Relationships

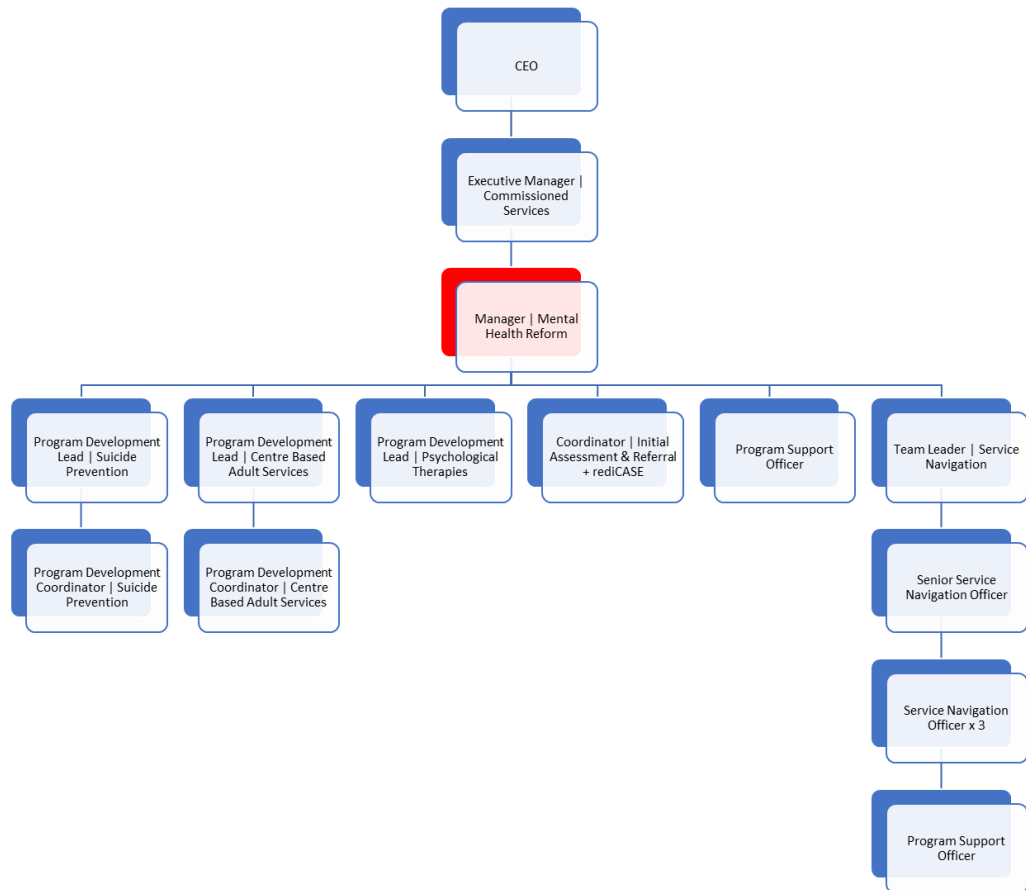
Reports to: Executive Manager | Commissioned Services

Direct reports: 8 direct reports, 5 non-direct (see structure diagram)

Level of delegation

(Per Delegation Matrix – CEO to staff)

Level 2 – Managers



Key selection criteria

Within the context of the key outcome areas described above, the ideal applicant will demonstrate the following:

Qualifications and experience

- relevant qualifications are considered highly desirable
- skills, knowledge or experience in successfully leading and developing a high-performing team
- proven experience in commissioning services, including procurement and contract/relationship management
- experience in the development and maintenance of strategic, effective relationships and collaborative mechanisms with diverse stakeholders
- knowledge of mental health and/or suicide prevention issues and developments, or an ability to acquire it
- excellent verbal and written communication skills with the ability to motivate, influence and gain commitment
- experience or knowledge of managing complexity in a changing and often challenging environment

Capabilities

The Brisbane North PHN Leadership Capability Framework applies to all roles within the organisation. Applicants must address these capabilities.

- leads self – self-aware, proactive and adaptable; takes personal development opportunities and is resilient
- engages others at all levels with respect, collaboration and cultural sensitivity
- achieves outcomes in a high demand work environment with judgment and initiative

- drives innovation - contributes to our culture of continuous quality improvement
- shapes systems - works productively within internal and external systems and networks
- bases decisions on available evidence.

Other

A current driver's licence is desirable and use of a personal vehicle may be required, including travel between the PHN offices. Work-related mileage will be reimbursed at relevant rates.

You may be required to work flexible hours. The role may include evening/weekend commitments for which time off in lieu is provided.

(Please note: This position description is subject to adjustment within reason and in consultation with your manager to meet the deliverables of the organisation.)