

Position description

Position	Manager - Mental Health Strategy and Partnerships		
Purpose	Responsible for formulating and sustaining the joint regional plan, this role entails offering strategic guidance for policy development to ensure commissioned services are in harmony with government objectives, address the health needs of the community, and contribute to enhancing overall health outcomes in the realms of mental health, suicide prevention, and alcohol and other drugs.		
Salary Band	Salary Band 2		
Approval date	10 April 2025	Approved by	Caroline Radowski

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, parts of Somerset Regional Council and Norfolk Island. 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
- Facilitate care closer to home
- Address health gaps and inequities
- Transform and connect primary healthcare
- Drive organisational excellence.

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.



Role-specific

- Provide leadership for Brisbane North PHN, developing systemwide strategies to support the implementation, design and ongoing development of the joint regional plan, strategy and operating model, including providing high level secretariat support to the Executive Partnership Group and supporting the implementation of the project groups
- Identify, build and maintain strong, collaborative relationships with community organisations, individuals with lived experience, and other stakeholders to ensure all aspects of joint regional planning are person-centred and responsive to local needs
- Support the implementation of the Lived Experience lifecycle within Brisbane North PHN
- Support the implementation of First Nations South-East Regional plan for Mental Health, Suicide Prevention and Alcohol and Other Drugs and activities within Brisbane North PHN reconciliation action plan
- Establish and support commissioning opportunities with Metro North HHS, Brisbane North PHN and potentially other funders, informed by the regional plan
- Working with PHN and HHS partners, undertake detailed service mapping and demand projection utilising the National Mental Health Services Planning Framework and Drug and Alcohol Services Planning Model, and contribute to the Local Area Needs Assessment to create a service development plan
- Develop and deliver long-term systemwide strategies, plans and policies which align with the 2017 National Mental Health Plan, and Bilateral Agreements with the Queensland State Government, and government priorities, directives and community health needs
- Coordinate the development of a new comprehensive joint regional plan for mental health, suicide prevention, and alcohol and other drugs
- Actively engage in the sector Crisis Reform work being progressed through contributing to MN Mental Health (MNMH) and Brisbane North PHN Crisis Reform Steering Committee activities
- Lead strategic analysis, management, evaluation and reporting and advice on strategy, policy and planning for the regional plan and contribute to the governance of these
- Coordinate external communications relating to the joint regional plan, including articles, website, reports, and events
- Maintain contact with other PHNs, HHSs and the Queensland and Commonwealth governments around joint regional planning and commissioning, especially the 2022 National Agreement and bilateral agreement

Management

- Develop and lead the Mental Health Strategy and Partnerships team by offering effective coaching, mentoring, and professional development opportunities to ensure continuous growth and high performance. Apply best practices in recruitment, induction, and performance management in alignment with organisational policies and procedures
- Identify, foster and maintain strong relationships with key stakeholders and partner organisations, including health service providers, policymakers, potential funders, and government entities, to enhance collaboration and support for mental health reform initiatives

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 programs 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 - Mental Health and Wellbeing

Direct reports: Lead - Mental Health and Wellbeing Strategic Initiatives; Coordinator - Regional Planning; Program Support Officer Strategy and Partnerships

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

- tertiary qualifications in health services, social science or related discipline are desirable, with postgraduate qualifications highly regarded
- knowledge of Australia's mental health, suicide prevention and alcohol and other drug treatment systems, including current challenges and reforms
- experience in undertaking health research, needs assessment and/or developing health service plans
- experience in the development and maintenance of effective relationships and collaborative mechanisms with a diverse range of stakeholders
- excellent verbal and written communication skills with the ability to motivate, influence and gain, commitment
- strong project management skills and ability to develop strategies to meet specified targets and standards
- demonstrated ability to manage complex and numerous tasks to achieve an outcome.

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. 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.)