

Position description

Position	Lead - Mental Health and Wellbeing Strategic Initiatives		
Purpose	Lead implementation of quality improvement regional approach initiatives identified by internal and external stakeholders, facilitating whole of sector collaborative working and advisory groups, and the monitoring and evaluation of these initiatives.		
Salary Band	Salary Band 3		
Approval date	20 February 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

- Lead multiple stakeholders, including government, health services, and community organisations, to develop and implement regional mental health and wellbeing strategies, ensuring alignment with local needs, system-wide priorities, and community health goals.
- Use best practice engagement and partnering approaches to collaborate with health system stakeholders to embed the joint regional approach (2025-30) using human centred design principles and methodology.
- Lead and contribute to the creation, development, and facilitation of regional approach quality improvement mechanisms that will inform comprehensive and responsive commissioning practices in line with the PHNs commissioning framework.
- Use best practice project management methodology to oversee and facilitate cross-sector projects that address high-priority health needs and emerging challenges.
- Ensure quality improvement initiatives are evidence-based, scalable, and responsive to community needs.
- Work with relevant internal and external stakeholders to design and implement data collection and analysis processes to inform regional approach quality improvement initiatives.
- Ensure people with a lived and living experience play an active role in shaping regional approach quality improvement initiatives.
- Lead and support internal PHN Teams to plan, implement and evaluate Brisbane North PHN's Reconciliation Action Plan (RAP) deliverables.
- Support implementing the South-East Qld First Nations Health Equity Strategy by leading and contributing to joint PHN and Health and Hospital Service (HHS) quality improvement regional approach projects.
- Provide coordination and guidance to the Coordinator – Regional Planning.

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: Manager | Strategy and Partnerships – Mental Health and Wellbeing

Direct reports: None

Level of delegation

(Per Delegation Matrix – CEO to staff)

Level 3 – Team Leaders/Leads

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 a health-related field and significant experience in mental health, including knowledge of local, state, and national policies and directions for mental health services.
- Knowledge of, and experience in, mental health service delivery, collaboratives and working groups and the mental health service sector within the region including the ability to identify gaps, prioritise needs and lead meaningful quality improvement initiatives that address need.
- Experience in working collaboratively with individuals and groups including consumers, carers, local health services, allied health professionals and other stakeholders and with people with a lived experience, and representatives from priority groups, including LGBTIQ+, Aboriginal & Torres Strait Islander people, veterans, culturally and linguistically diverse people.
- Track record in stakeholder engagement, ongoing coordination including an ability to build relationships and supportive partnerships with community leaders, and other stakeholders including government and non-government organisations.
- Project management experience in a health or wellbeing-related project/program, coordinating resources and meeting reporting requirements to ensure project outcomes are achieved.
- Ability to work both independently and as part of an on-site and remote team.
- Exceptional written and verbal communication skills with the ability to communicate effectively across a variety of mediums with a range of stakeholders
- Well-developed data analytical and problem-solving skills, including good data collection, analytical and reporting skills to monitor and review service activities, measure outcomes and identify trends.

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 workplaces. 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.)