

Coordinator Aged Care

Full time position, fixed term contract till 30 June 2023 (*subject to funding*).

WHO WE ARE:

Gippsland PHN is a not for profit charity that works at a regional level to achieve improved whole of system health care. Our vision is for a Measurably Healthier Gippsland.

We work closely with the primary health care system, identifying opportunities to improve health outcomes in Gippsland communities. We do this through health system improvement programs, and by commissioning services to address local health needs via our regional commissioning role.

We aim to:

- ensure health issues are prioritised, understood and invested in; using local strengths;
- build and support local capability in primary health care professionals;
- enable transparent communication and information exchange across the primary health care sector; and
- improve access in primary health services particularly for those at risk of poor health outcomes, and where gaps exist in hard to reach locations.

WHO WE ARE LOOKING FOR:

Coordinator Aged Care

We currently have a full time (1.0FTE) career opportunity available as a Coordinator Aged Care reporting to the Manager Regional Services.

As part of the Government's response to the Royal Commission into Aged Care Quality and Safety, this schedule provides funding for Primary Health Networks (PHNs) to undertake and commission dedicated activities which support better health, wellbeing, and primary care for senior Australians. The Coordinator Aged Care will lead a team as part of the broader Regional Services team to coordinate the following:

- Support RACFs to develop comprehensive out of hours arrangements and action plans (including workforce training) to help residents access urgent assessment and triage services and prevent avoidable hospital presentations; and
- Commissioning early intervention initiatives that will support healthy ageing, the ongoing management of chronic conditions, and reduce barriers at the interface of the aged care and primary health care systems.

We are looking for an astute, agile, dynamic, outcomes focused team member. Use your skills to complete work packages including but not limited to:

- Providing guidance to assist participating RACFs within the Gippsland region to develop and implement after-hours action plans which will support their residents to access the most appropriate medical services out-of-hours;
- Education for participating RACF staff in out-of-hours healthcare options and processes for residents;
- Encourage participating RACFs to implement procedures for keeping residents' digital medical records up to date, particularly following an episode where after-hours was required;
- Support engagement between RACFs and their residents' GPs (and other relevant health professionals), as part of after-hours action plan development; and
- Support other activities and initiatives being undertaken by the Regional Services team.

WHAT WE OFFER:

- *attractive remuneration;*
- *salary packaging;*
- *flexible working environments with opportunities to work from a mix of office based locations and home office environments by agreement;*
- *a great organisational culture; and*
- *the chance for you to make a real difference to the health outcomes in our community.*

HOW TO APPLY:

If this sounds like you – Apply Today!

Applications must address the key selection criteria found within the position description.

To view the position description, which contains the key selection criteria, please visit our careers page at www.gphn.org.au/about-us/careers and click on the [position description](#).

To be considered for this position applications must include a covering letter, a resume, and an addressed key selection criteria document.

Please email all applications with your three attached documents to recruitment@gphn.org.au
For further information in regard to this position, please contact human resources on **0439 157 358**.

APPLICATIONS CLOSE: Saturday 22 January 2022

All enquiries and applications will be handled professionally and with the strictest of confidence.