

Regional Services Officer (Wellington/East Gippsland)

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:

Regional Services Officer (Wellington/East Gippsland)

We currently have a full time (1.0FTE) career opportunity available as a Regional Services Officer in the Wellington/East Gippsland region, reporting to the Coordinator Regional Services (Wellington/East Gippsland).

The Regional Services Officer role ensures the delivery of outcomes for commissioned services and/or projects within the health industry. A key aspect of this role is to enable improvement of health outcomes, through project and contract management, by establishing relationships with a broad range of service providers including primary health, community health, Aboriginal Community Controlled Organisations, and other clinical areas as appropriate. Regional Services Officers work within multidisciplinary teams providing support and monitoring the delivery of programs and projects.

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

- Provide support to general practice such as:
 - Supporting the adoption of best practice methods to improve the quality of care;
 - Engage general practice and other health services staff and contribute to the strengthening of relationships with primary care service providers;
 - Provide advice to General Practitioners, Practice Nurses and other practice staff; and
 - Assisting general practices/health services in the understanding and meaningful use of Digital Health systems.
- Contribute to the collection of data to inform and support population health planning, identifying the health needs of the region;
- Contribute to the completion of reports, data and analysis;
- Monitor the delivery of commissioned service contracts;
- Participate in specific projects, working groups and committees as identified; and
- Provide considered advice to the Coordinator Regional Services; ensuring operational risks, challenges, opportunities and key issues are identified.

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.