

Position Description

Position title	Clinical Director
Reporting to	GICS Governance Group Chair – strategic and for annual performance appraisal Strategic Director – operational
Award	Medical Specialists Enterprise Agreement 2018-2021 From Specialist Year 4
Appointment terms	Three years with the option to extend for another year
Time allocation	Fractional 8 hours per week. This is a job share role

Organisational Background

Integrated Cancer Services:

The Integrated Cancer Services (ICS) are consortia comprising partnerships between health services, providers, researchers and other cancer sector participants to achieve coordinated planning and improvement of cancer services across specified geographic regions in Victoria or for specific population groups. The ICS have an important role in the implementation of key aspects of Victoria's current cancer plan (*Victoria's Cancer Plan 2016-2020*), which seeks to improve cancer outcomes by improving the experience of cancer patients, delivering efficient, quality care supported by data and research, improving outcomes, addressing disparities across population groups, driving innovation and system reform, and ensuring good integration and coordination across service providers.

The ICS are supported by the Victorian Government. The Cancer and Aged Care unit, Department of Health and Human Services (DHHS) which manages the State's cancer reform program, has a critical role in respect of the ICS. For more information visit <https://www2.health.vic.gov.au/about/health-strategies/cancer-care/integrated-cancer-services>.

Established in 2004, Grampians Integrated Cancer Service (GICS) is a cancer service improvement organisation covering the Grampians Region. GICS is funded by the Department of Health and Human Services (DHHS), with Ballarat Health Services (BHS) acting as fund holder. Services to support the operations of the GICS team (also known as the Program Office) are purchased from BHS and include HR, Finance and IT.

GICS is not a direct provider of services, but facilitates system development and service improvement by supporting local and regional services. As an independent organisation GICS is governed by the Governance Group (Gov Group) comprised of key regional stakeholders. The governance of the organisation is further underpinned by a Memorandum of Understanding between GICS and health service providers across the Grampians Region.

The Grampians Region stretches from the South Australian border in the west to Bacchus Marsh in the east, and from Edenhope to Hopetoun in the north. The area covers almost 50,000 square kilometres and a population of over 220,000 people.

Vision and Mission of GICS

The vision of GICS is “Improving Patient Experiences and outcomes by connecting cancer care and driving best practice”.

GICS will achieve the by:

- understanding the needs of people affected by cancer;
- building and supporting collaboration between health professionals, health services and consumers;
- driving quality improvement in cancer care;
- supporting the development of cancer workforce;
- facilitating system-wide engagement in cancer research.

Key responsibilities:

The Clinical Director works closely with the Strategic Director and the Governance Group to provide clinical leadership on cancer related issues across the Grampians Region and contributing to cancer service and practice reforms by:

- Strategically focusing on achieving cancer system level improvements by influencing, advocating and engaging with clinical peers across the region
- Remaining fully cognisant of, actively participating in and contributing to, clinical initiatives being undertaken at a State and National level,
- Identifying and accessing peers who are leaders in their field to influence and inform GICS led clinical best practice initiatives

It is expected that the Clinical Director will

- Proactively develop and maintain cooperative and supportive relationships with peers/ communities of practice across the region and State ensuring high standards of behavior and integrity are demonstrated at all times
- Identify potential conflicts of interest and manage these acting in an open and ethical manner
- Demonstrate equal and bipartisan engagement with private and public sector service providers within the Grampian region
- Be guided by contemporary evidence-based practice
- Provide system level clinical leadership

The Appointment Sub-Committee will make a recommendation to the Chair GICS Gov Group in relation to the preferred appointee. The Chair of the Gov Group and the Strategic Director are jointly responsible for the formal appointment. The Chair of the Gov Group is responsible for the annual performance appraisal of the Clinical Director. On a day to day basis the role reports to the Strategic Director.

Key Result Area	Major Activities and Performance Indicators
Strategic Leadership	<ul style="list-style-type: none"> • Provide clinical and cancer policy leadership and advice on the implementation of the Victorian Government cancer reforms to the GICS member health services, GICS committees (including the Consumer Advisory Group) and the GICS Gov Group • Identify opportunities for service integration and improvement • Ensure consumer engagement in clinical improvement activities • Across GICS proactively foster and promote a positive culture of cooperation and shared vision which focuses on integrity, trust, innovation, flexibility and generosity • Maintain awareness of advances in the sector including health/cancer policy
Governance	<ul style="list-style-type: none"> • Provide support GICS Clinical committees, working effectively with the Chairs to progress GICS strategic objectives • Attend GICS Governance Group meetings and provide regular reports, advice and analysis on GICS Clinical performance indicators and outcomes to ensure that Governance Group members have accurate, timely information which meets requirements for governance excellence.
Strategic Planning	<ul style="list-style-type: none"> • Work with the Cancer and Aged Care section and ICS to create a state-wide ICS implementation plan • Work with the GICS Governance Group and Strategic Director to create a local action plan aligned with the state-wide implementation plan • Develop and maintain a clear understanding of the range of cancer services provided, cancer service activity, models of care, clinical pathways and how services interact with other providers across the region • Proactively undertake agreed clinical projects relevant to and aligned with, implementation of the GICS local action plan • Implement, monitor and evaluate the effectiveness of clinical strategies, activities and projects undertaken by GICS, to ensure effectiveness of approach
External relationships and engagement <ul style="list-style-type: none"> • Proactively establish and maintain relationships critical to the success of the GICS local action plan including effective liaison and collaborative working relationships with key stakeholders – including consumers, at a local and State-wide level. • In conjunction with Strategic Director develop mechanisms to regularly identify, respond to and review regional and rural cancer service priorities • Contribute to written reports and publications, participating in regional forums and presenting on GICS clinical achievements to colleagues and stakeholders 	

Operational Management	<ul style="list-style-type: none"> • Contribute to/ support the clinical aspects of GICS projects to achieve the objectives set out in the local action plan • Meet on a frequent basis with the GICs Strategic Director to discuss ICS program implementation (strategies, progress, issues, risks and mitigation/ resolution strategies) • When requested, represent at all meetings convened by the Cancer and Aged Care unit • Attend relevant health service meetings to consult with and/ or advocate for the ICS program of work and communicate ICS program objectives, goals and progress • Identify and promote evidence based best practice across the cancer care continuum as relevant to project aims and objectives
Financial Accountability	<ul style="list-style-type: none"> • Comply with GICS financial protocols, which are aligned to Ballarat Health Services (Fund holder) Financial delegation and procurement processes
Professional Conduct	<ul style="list-style-type: none"> • Demonstrates a confident, optimistic and proactive mindset • Strong ability to think in an analytical manner, systematically examining and adjusting approach to enhance clinical outcomes • Models best practice communication and work practices by consistently demonstrating engagement and collaborative approaches with all stakeholders • Takes ownership of own job and actively considers the consequences of their actions and the decisions they make • Committed to contributing to sustaining a positive and trusting team culture • Responds to feedback about performance and direction provided by the Strategic Director and/ Chair Gov Group

Key Selection Criteria:

1. Strategic and clinical leadership skills with a commitment to working collaboratively with stakeholders to achieve the GICS mission and strategic objectives
2. Significant understanding of best practice in cancer care and a demonstrated commitment to evidence based care
3. Extensive understanding of the challenges of cancer service delivery across the Grampians region and evidence of a willingness and ability to implement creative, innovative and flexible approaches to improving system and services to address these challenges
4. Demonstrated capacity to develop and maintain cooperative and supportive relationships while preserving high standards of ethical behaviour and integrity
5. Evidence of experience in or adopting a strategic, whole of system approach to effectively influence and undertake clinical/ system change
6. Strong ability to analyse data and information, identify risk, opportunities and issues for the organisation and ability to respond accordingly to address these
7. Willing to model best practice communication and work practices by consistently demonstrating engagement and collaborative approaches with all stakeholders
8. Significant experience as a Medical Practitioner in cancer services and registration with AHPRA.

Agreement: I have read, understood and agree to comply with this position description.

Employees Name: _____

Signature: _____ Date: _____

Chair GICS Governance Group:

Name: _____

Signature: _____ Date: _____

Strategic Director:

Name: _____

Signature: _____ Date: _____