

Position title	Senior Manager Planning and Performance
Business unit	Health System Improvement
Classification	Level 7
Accountability	General Manager Health System Improvement
<p>About Capital Health Network</p> <p>As the ACT’s Primary Health Network (PHN), Capital Health Network (CHN) aims to integrate health care in the ACT region, promote health equity and improve health outcomes. We address community needs by collaborating with consumers, funding organisations, health professionals, community partners and other key stakeholders to improve health outcomes. We are unique in our ability to support general practice and more broadly, to design services that fill gaps and deliver lasting improvements to the value and quality of ACT health services.</p> <p>Capital Health Network values and Competency Framework</p> <p>Respect: We engage respectfully, listen and respond</p> <p>Inclusion: We embrace diversity of thought and bring together a range of voices to inform our work</p> <p>Collaboration: We build and invest in strong and enduring relationships, focused on shared goals.</p> <p>Accountability: we act with integrity, are transparent, encourage feedback, and report back to our community</p> <p>Adaptability: We are adaptive and flexible in the way we respond to community health needs. We empower our staff, service providers and partners to innovate and adapt to deliver outcomes.</p> <p>All employees are required to meet CHN’s seven competencies at a level appropriate to their role. To articulate organisational expectations in relation to the values and the competencies expected of all employees a Competency Framework has been developed. The framework identifies and describes seven basic competencies that all employees need to have to function effectively in their role at CHN.</p>	
Responsibilities	
Primary purpose of position	The Senior Manager Planning and Performance is a senior leadership role at CHN. This position is focussed on providing supervision, support and monitoring of health planning and data and reporting activities across CHN’s business units. This role provides leadership, strategic support and management to direct reports in the areas of planning and service design, data analysis and evaluation.
Duties	<ol style="list-style-type: none"> 1. Lead the implementation of the CHN Project Management process across the organisation. 2. Responsible for overseeing and managing teams to deliver key deliverables from the Department of Health, Disability and Ageing including the CHN Needs Assessments, Activity Work Plans, and 12-monthly reporting, through streamlining reporting processes across the organisation. 3. Oversee/manage CHN’s data analysis and evaluation functions across the organisation. 4. Lead the Planning Team and drive innovative improvement through: <ol style="list-style-type: none"> a. Applying high level of autonomy in the team projects, budgets and resources management b. Setting priorities, goals, performance expectations and outputs c. Management of team-level service and program contracts and agreements. 5. Contribute to organisational thought leadership that leads to innovative health system improvement, project/program co-design and value-based health care trials. 6. Manage organisation data frameworks, relationships, and apply knowledge to the collection, management, use and sharing of data.

	<ol style="list-style-type: none"> 7. Act as the designated Data Steward for relevant data sets to the project/program area as part of the Data Governance Framework. 8. Hold accountability for the delivery of complex internal and external reporting to a range of stakeholders. 9. Monitor, contribute to and deliver on strategic priorities, in line with CHN’s Strategic Plan. 10. Responsible for CHN Quality Management System applicable within the operational area. 11. Other duties as directed, in line with classification for this position
Competencies	
Functional Competencies	<p>Qualifications:</p> <p>Minimum completion of Advanced Diploma qualifications or higher in public health, data and evaluation, management, or other relevant discipline, with at least 8 years’ experience in leadership and management; or an equivalent combination of relevant experience, education and training in health system planning with demonstrated extensive leadership and management experience.</p>
	<p>Technical/specialist skills:</p> <ol style="list-style-type: none"> 1. Proven skills in research, data collection and use, evaluation and reporting. 2. Demonstrated understanding of data governance and ability to apply data governance principles to support compliance, operations and strategic objectives. 3. Proven advocacy, influencing and stakeholder engagement skills. 4. Proven ability to transform analysed data into a cohesive and persuasive narrative that drives and supports planning and prioritisation. 5. Highly effective written and interpersonal communication skills with an ability to communicate complex information persuasively to a range of stakeholders. 6. High level of innovation, initiative and judgement. 7. Strong critical thinking, analysis, and problem-solving skills.
	<p>Experience and knowledge:</p> <ol style="list-style-type: none"> 1. Demonstrated understanding of the ACT health and primary care systems. 2. Proven subject matter expertise in health system planning. 3. Extensive leadership and management experience with a proven ability to deliver effective strengths-based leadership and staff management that builds a collaborative culture. 4. Ability to develop, shape and implement strategic, operational and functional strategies to accomplish and support company goals and objectives.
CHN Competencies	<i>Strategic thinking:</i> We use our foresight and environmental awareness to add value.
	<i>Resourcefulness:</i> We generate evidence-based solutions.
	<i>Relationship Management:</i> We invest in strengthening internal and external relationships.
	<i>Data Literacy:</i> We navigate data systems and protect data assets.
	<i>Cultural competence:</i> We understand, appreciate and cooperate with all cultures and beliefs.
	<i>Embracing ambiguity:</i> We rise to the challenge of uncertainty and the unknown.
	<i>Leading:</i> We each play a leadership role.