

| Position description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| Position title                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Mental Health Integrated Care Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Business unit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Health System Integration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Classification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Level 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Accountability                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Senior Manager Health System Improvement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p><b>About Capital Health Network</b></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><b>Capital Health Network values and Competency Framework</b></p> <p><b>Respect:</b> We engage respectfully, listen and respond</p> <p><b>Inclusion:</b> We embrace diversity of thought and bring together a range of voices to inform our work</p> <p><b>Collaboration:</b> We build and invest in strong and enduring relationships, focused on shared goals.</p> <p><b>Accountability:</b> we act with integrity, are transparent, encourage feedback, and report back to our community</p> <p><b>Adaptability:</b> 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Primary purpose of position</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | The Mental Health Integrated Care Manager will undertake high-level planning and management of the mental health and suicide prevention portfolio by coordinating and delivering business plan objectives and key performance indicators related to mental health, suicide prevention and Alcohol and other drugs (AOD). The Manager is responsible for project and program management, managing budgets and resources, and leading a team that will focus on building and maintaining strategic partnerships, stakeholder engagement, planning and system integration projects.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Duties</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <ol style="list-style-type: none"> <li>1. Develop, implement and manage projects and programs that support commissioning, capacity building and system integration in line with the ACT Mental Health and Suicide Prevention Regional Plan, funding agreements and CHN's Strategic Plan.</li> <li>2. Undertake research and analysis to inform models of care and initiatives, adapting evidence-based approaches to improve outcomes in mental health and suicide prevention, AOD as required across the region.</li> <li>3. Lead collaboration across CHN to identify and leverage opportunities to improve integration of mental health, suicide prevention and AOD across CHN's business units.</li> <li>4. Develop and present local insights into mental health, suicide prevention, AOD and correlate to the need in primary care, commissioned activities utilising data and stakeholder input.</li> <li>5. Represent CHN at local, Territory, and national mental health forums, committees, and working groups, contributing to sector development and system-level planning.</li> </ol> |

|                   | <ol style="list-style-type: none"> <li>Build and maintain internal and external relationships, including with government, peak bodies, mental health service providers, and community members, and deliver cross-collaboration activities and knowledge sharing with a range of stakeholders.</li> <li>Lead and manage the Mental Health Team, including oversight of multiple programs and projects, supporting staff performance and development, and ensuring delivery of objectives, deliverables and key performance indicators.</li> </ol>                                                                                                                                                                                                                                                                                      |
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| Competencies      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Role Competencies | <b>Qualifications:</b><br>Minimum completion of Diploma qualifications in a health-related field, with at least 6 years work related experience in mental health, integrated care, including relevant leadership and management experience; or an equivalent combination of extensive experience, knowledge and training in the field.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                   | <b>Technical/specialist skills:</b> <ol style="list-style-type: none"> <li>Experience in project management, including planning, resource management, task and activity monitoring, and reporting against outcomes.</li> <li>Demonstrated high level written and verbal communication and analytical skills.</li> <li>Leadership and management skills, including ability to manage and develop team members to achieve strategic goals and objectives.</li> <li>Ability to use critical thinking and problem-solving skills to resolve issues and problems relating to staff, programs, and systems.</li> <li>Ability to manage multiple priorities.</li> <li>Ability to consult with multiple stakeholders, manage complex stakeholder relationships, broker partnerships, and influence change to achieve set outcomes.</li> </ol> |
|                   | <b>Experience and knowledge:</b> <ol style="list-style-type: none"> <li>High level of mental health and suicide prevention subject matter knowledge and expertise.</li> <li>Ability to operate under broad direction and work with a high level of autonomy.</li> <li>Demonstrated experience working in mental health and/or suicide prevention.</li> <li>Demonstrated experience in high-level stakeholder engagement and relationship management, including the ability to influence change.</li> <li>Proven ability to deliver effective and strengths-based leadership that builds a collaborative culture</li> </ol>                                                                                                                                                                                                            |
| 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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |