Position Title:	**Senior ICT Project Lead – ARIA**
Campus:	Ballarat
Directorate:	Chief Financial Officer
Department:	Digital Health
Reporting to:	Direct: Technology Program Manager
	Indirect: Director Digital Health Applications
Direct Reports:	Nil

Appointment Terms/Conditions:

Classification and Code:	Administration Grade 6 (HS6)
Enterprise Agreement:	Victorian Public Health Sector (Health Professionals, Health & Allied Services, Managers & Administrative Officers) Multiple Enterprise Agreement.

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit www.grampianshealth.org.au .

Collaboration *We are stronger together.*	***Compassion*** *We show that we care.*	***Accountability*** *We do what we say and say what we do.*	***Respect*** *We appreciate and value all people.*	***Innovation*** *We adapt and innovate to achieve best outcomes.*
Recognising and utilising strengths to share knowledge, solve problems, build relationships, and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness, and empathy.	Openness, honesty, and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

POSITION PURPOSE

The Senior ICT Project Lead is responsible for leading the end-to-end delivery of the ARIA Medical Oncology and Radiology Oncology decoupling works to create 2 separate specialised systems. The role provides senior project leadership across planning, governance, technical delivery, vendor coordination, stakeholder engagement, testing, implementation, and transition to operational support.

The position works closely with Radiation Oncology and Medical Oncology stakeholders, Digital Health teams, clinical and operational leaders, vendors, and delivery partners to separate the currently coupled ARIA Medical Oncology (MO) and Radiation Oncology (RO) environments while maintaining safe, reliable, and continuous clinical services.

Reporting to the Technology Program Manager, the Senior ICT Project Lead is accountable for establishing delivery controls, managing scope, schedule, budget, risks, issues, dependencies, and resources, and ensuring that solution design, data migration, integration, testing, cutover, clinical readiness, and operational handover activities are completed to agreed quality, safety, and governance standards.

About the ARIA MO/RO Decoupling Project

The current ARIA oncology information system supports Medical Oncology and Radiation Oncology within a single platform. This coupled structure creates complexity across clinical workflows, constrains system optimisation, and limits flexibility for future enhancements. It also makes it difficult to meet the distinct clinical, operational, and reporting requirements of each discipline.

The supporting on-premises infrastructure, Citrix environment and licensing model have passed end-of-life support and lack high availability and disaster recovery capabilities, increasing security, supportability and service continuity risks and limiting timely recovery of critical oncology services.

The ARIA MO/RO Decoupling Project will address these issues by establishing specialised, independently managed environments for Medical Oncology and Radiation Oncology and by delivering the required application upgrade and supporting technology changes, both on Prem and in the Cloud. The project must improve system supportability, resilience, recoverability, clinical workflow alignment, reporting capability, and readiness for future enhancements while protecting data integrity, patient safety, privacy, regulatory compliance, and continuity of care.

KEY ACCOUNTABILITIES

Project Leadership, Governance and Delivery

- Lead the ARIA MO/RO Decoupling Project from initiation through implementation and closure, maintaining an integrated project management plan covering scope, schedule, budget, resources, quality, benefits, dependencies, and acceptance criteria.
- Establish fit-for-purpose project governance, reporting, decision-making, adhere to established change control processes, RAID management, and escalation pathways, providing clear and timely advice to project sponsors and governance forums.
- Coordinate internal teams, vendors, and delivery partners; clarify responsibilities; manage interdependencies; and hold workstream leads accountable for agreed deliverables and milestones.
- Lead the delivery of the proposed solution for the decoupled MO (On Prem) and RO (Cloud) environments and the urgent ARIA application upgrade, ensuring application, on-premises infrastructure, Citrix, integration, identity, cyber security, privacy, data, licensing, support, and future enhancement requirements are addressed.
- Lead all the activities related to design and implementation of high availability and disaster recovery capabilities, including recovery objectives, failover and restoration procedures, resilience testing, operational monitoring, and ongoing support arrangements.
- Develop and manage a coordinated remediation roadmap for end-of-life infrastructure, Citrix components, and licensing dependencies, ensuring vendor support, compatibility, security, capacity, and lifecycle requirements are satisfied.
- Oversee data separation and migration planning, reconciliation, retention, archival, and validation activities, with appropriate clinical ownership and assurance.

- Develop and execute an integrated testing and validation strategy covering technical, interface, data, security, performance, workflow, user acceptance, and clinical safety requirements.
- Lead cutover planning, rehearsals, go/no-go governance, implementation, rollback and contingency planning, and early life support, minimising disruption to oncology services.
- Ensure operational readiness and handover are completed, including support models, service documentation, monitoring, training, knowledge transfer, configuration and asset records, and transition to business-as-usual ownership.
- Manage project financials, procurement, contracts, vendor performance, resource forecasts, and delivery assurance within delegated authority and organisational policy.
- Identify and actively manage clinical, operational, technical, cyber, privacy, schedule, financial, and vendor risks, escalating material concerns and recommending corrective action.
- Maintain comprehensive project records and complete closure activities, including acceptance, benefits handover, lessons learned, outstanding actions, and post-implementation review.

Stakeholder and Clinical Engagement

- Build trusted working relationships with the Oncology teams, Pharmacy, clinical, operational, Digital Health, the vendor, and partner stakeholders.
- Facilitate workshops and governance discussions to confirm requirements, resolve cross-functional issues, support informed decisions, and secure endorsement of key deliverables.
- Provide concise, audience-appropriate communication on project status, risks, impacts, decisions, implementation readiness, and support arrangements.
- Partner with change and training leads to assess impacts, prepare users, coordinate communications and education, and support adoption of revised workflows and responsibilities.

Planning, Assurance and Documentation

- Produce and maintain high-quality project artefacts, including the project management plan, schedule, budget, governance reports, requirements and traceability records, RAID and decision logs, test and cutover plans, readiness assessments, support documentation, and closure report.
- Coordinate architecture, cyber security, privacy, clinical safety, change, release, and service acceptance reviews, ensuring conditions and actions are tracked to completion.

Management

- Provide senior leadership, coaching, and direction to assigned project resources and workstream leads, fostering accountability, collaboration, and timely delivery.
- Represent the project at internal governance forums and relevant industry or vendor meetings as required.
- Contribute to Digital Health portfolio planning, standards, assurance, and continuous improvement.
- Undertake other duties consistent with the seniority and scope of the position, as directed.

KEY SELECTION CRITERIA

Qualifications and Experience

Essential

- Tertiary qualification in information technology, project management, , or substantial equivalent industry experience.
- Extensive experience leading complex ICT projects through the full delivery lifecycle, preferably in healthcare or another safety-critical environment.
- Demonstrated capability managing project scope, schedules, budgets, resources, governance, risks, issues, dependencies, vendors, and executive reporting.
- Proven experience coordinating multidisciplinary technical and business teams across application, infrastructure, integration, data, cyber security, testing, change, and service transition workstreams.
- Demonstrated experience planning and governing data migration, system integration, testing, cutover, go-live, contingency, early life support, and operational handover activities.

- Highly developed stakeholder management, facilitation, negotiation, written communication, and problem-solving skills, with the ability to influence senior clinical, operational, technical, and vendor stakeholders.

Desirable

- Experience delivering ICT projects in healthcare, oncology, pharmacy, or other complex clinical environments.
- Knowledge of ARIA or comparable oncology information systems, including Medical Oncology and Radiation Oncology workflows.
- Experience separating, upgrading, migrating, or implementing integrated clinical application environments with complex interfaces and data dependencies, including remediation of end-of-life infrastructure, virtual application delivery platforms, and licensing models.
- Experience delivering high availability and disaster recovery capabilities for critical applications, including resilience design, recovery planning, failover testing, and operational handover.
- Project management certification such as PRINCE2, PMP, Agile, or equivalent, and working knowledge of ITIL practices.
- Working knowledge of clinical safety, privacy, cyber security, change control, release management, and service introduction requirements.
- Proficiency with project scheduling, collaboration, reporting, and documentation tools such as Microsoft Project, Jira, Confluence, Visio, Excel, and Power BI.

Work Environment

- Work on-site with the ability to work flexibly if required.
- Availability to travel to other GH and partner sites as required.

Personal attributes

- Excellent attention to detail, with demonstrated high level analytical, conceptual, and problem-solving skills.
- **Adaptability:** Maintaining effectiveness when experiencing major changes in work responsibilities or environment; adjusting effectively to work within new work structures, processes, requirements, or cultures.
- **Initiating Action:** Taking prompt action to accomplish objectives; taking action to achieve goals beyond what is required; being proactive.
- **Work Standards:** Setting high standards of performance for self and others; assuming responsibility and accountability for successfully completing assignments or tasks; self-imposing standards of excellence rather than having standards imposed.
- **Stress Tolerance:** Maintaining stable performance under pressure or opposition (such as time pressure or job ambiguity); handling stress in a manner that is acceptable to others and to the organisation.

Interpersonal Skills

- **Building Strategic Working Relationships:** Developing and using collaborative relationships to facilitate the accomplishment of work goals.
- **Communication:** Clearly conveying information and ideas through a variety of media to individuals or groups in a manner that engages the audience and helps them understand and retain the message.
- **Negotiation:** Effectively exploring alternatives and positions to reach outcomes that gain the support and acceptance of all parties.

ORGANISATIONAL REQUIREMENTS

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose, and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing, and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients, and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary an NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

OTHER RELEVANT INFORMATION

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing, and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.