

Position Title: Project Lead – Lived Experience, Grampians Integrated Cancer Service
Campus: Ballarat
Directorate: Chief Medical Office
Department: Grampians Integrated Cancer Service (GICS)
Reporting to: GICS Director
Appointment Terms/Conditions:

Classification and Code: HS5

Enterprise Agreement: Health and Allied Services, Managers and Administrative Workers (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement

ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021, bringing together Edenhope and District Memorial Hospital, Stawell Regional Health, Wimmera Health Care Group and Ballarat Health Services as one united health service. More information can be found at www.grampianshealth.org.au

Our purpose is to provide high quality and accessible health care services in each of the communities we serve. We currently service the healthcare needs of more than 250,000 Victorians and we employ more than 6,300 people across 21 campuses and sites with an annual operating revenue of over \$700m.

Collaboration	Compassion	Accountability	Respect	Innovation
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
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.

Integrated Cancer Services:

The Victorian Integrated Cancer Services (VICS) are Victoria's cancer services improvement network and play a fundamental role in the implementation of the Victorian Cancer Action Plan. Key aspects of Victoria's current cancer plan include improving cancer outcomes and 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.

There are eight geographical ICS (three metropolitan and five regional) and one state-wide paediatric ICS. Collectively, they are referred to as VICS and are funded by the Victorian Department of Health, Cancer Unit.

The vision of the VICS is to improve patient experiences and outcomes by connecting cancer care and driving best practice. For more information visit <https://www.vics.org.au/>.

Established in 2004, the Grampians Integrated Cancer Service (GICS) is funded by the Department of Health (DH), with Grampians Health (GH) acting as fund holder in a host agency arrangement. Services to support the operations of the GICS team (also known as the Program Office) are purchased from GH 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 activities are overseen by the Governance 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

Vision: Improving patient experiences and outcomes by connecting cancer care and driving best practice.

Mission: GICS will achieve the vision 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 the cancer workforce
- facilitating system-wide engagement in cancer research.

POSITION PURPOSE

The Victorian Cancer Plan 2024-2028 aims to deliver more equitable outcomes for all Victorians affected by cancer. GICS is committed to ensuring that our work is informed by those with an experience of cancer so that the preferences and needs of people navigating the cancer pathway are appropriately identified and responded to.

In this role, you will combine project management experience with lived experience as a person with cancer or carer of a person who has received cancer treatment working to embed lived experience practices into project design implementation and evaluation.

You will work in an agile way to ensure that the GICS response to Victorian Cancer Plan priorities, the VICS Strategy and Action Plan, and local regional priorities reflects the lived

experiences of people who have been affected by cancer.

The role will work under the direction of the GICS Director and in collaboration with the GICS team and our partner health services.

KEY ACCOUNTABILITIES

- Builds on the existing approach to consumer engagement through the well-established GICS Consumer Advisory Group to increase capacity and support the inclusion of lived experience throughout the GICS program of work including the recruitment and support of lived experience partners.
- Provide lived experience subject matter expertise and work alongside the GICS team to ensure the integration of lived experience perspectives in the context of cancer system reform.
- Provide advice around the design and co production of services that are responsive to the identified areas for improvement incorporating lived experience insights to improve treatment and outcomes
- Program management, coordination and evaluation of interventions aimed at integrating lived experience insights into service improvement activities.

KEY SELECTION CRITERIA

Essential

Qualifications and Experience

- Tertiary qualification in a relevant field with more than three years of experience in health or a related sector (e.g. health promotion, education, community services, organizational management, project management?)
- Lived experience as a person with cancer or carer for a person with cancer.
- Demonstrated skills, knowledge and behaviour in leading successful change initiatives

Technical/Professional Knowledge and Skills

- Demonstrated experience in applying co-production approaches in leading projects.
- Proven experience in developing, managing, and strengthening collaborative relationships with multidisciplinary teams, health services, consumers, and external partners, supported by highly developed communication, negotiation, and influencing skills.
- Demonstrated success in delivering measurable outcomes within complex health systems.
- Ability to monitor project performance against established objectives and manage project risks and issues to ensure successful achievement of project deliverables and outcomes.
- Effective communicator across written, verbal, and digital platforms.
- Demonstrated proficiency with information technology, including Microsoft Office and Excel.

Personal Attributes

- A strong focus and mindset for the inclusion of lived experience in clinical innovation and project management in health settings.
- A willing learner who is flexible and responsive to need with a commitment to ongoing professional and personal development.
- Self-starting and able to work autonomously. Seizes opportunities as they arise and takes responsibility for own actions.

Interpersonal Skills

- Demonstrated ability to work successfully in a team environment that comprises of people from diverse disciplines and backgrounds
- Ability to work collaboratively, sharing responsibility for the achievement of team goals, objectives and outcomes and thereby contributing to a positive and trusting team culture.
- Ability to influence, negotiate, and champion change across diverse groups.
- Conceptual thinker with a solutions-focused mindset and innovative capability.
- High personal integrity, accountability, and professional standards.
- Demonstrated high-level organisation skills with the ability to prioritize workload, meet deadlines and achieve performance targets

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.