

Position Title: GH Quality Affiliates Governance & Improvement

Campus: GH wide

Directorate: Chief Nursing and Midwifery

Department: Grampians Health Quality

Reporting to: GHQ Lead Governance & Improvement

Direct Reports: Nil

Appointment Terms/Conditions:

Classification and Code: **Dependent on qualifications and experience:**
Registered Nurse/Midwife - YS9/ JC5 (CAPRI 1) - RN28/29 (QRED1), equivalent Allied Health Professional (Grade 2) or equivalent Administration grade.

Enterprise Agreement: Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2020-2024 and subsequent versions.
Allied Health Professionals (Victorian Public Health Sector) Single Interest Enter and Allied 2020 – 2024 and subsequent versions.
Nurses and Midwives (Victorian Public Health Sector) (Single Interest Employers) Enterprise Agreement 2020-2024 and subsequent variations.
Victorian Public Health Sector (Health and Allied Services, Managers and Administrative Workers) Single Interest Enterprise Agreement 2020-2024 and subsequent variations.

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.

POSITION PURPOSE

The Quality Affiliate creates connections with the Quality Partners to support the integrated approach to Quality across GH. Working closely with Quality Partners and Leads, the role assists in implementing systems, processes, and initiatives that support safe, effective, and connected care.

The position contributes to quality improvement activities through data analysis, governance support, safety processes, and continuous improvement initiatives. It helps build the team's capability in systems thinking, operational excellence, change management, sustainability, and evidence-based decision-making to improve quality outcomes.

The Quality Affiliate works collaboratively with stakeholders across the organisation to promote quality and safety practices, support governance requirements, and drive improvement opportunities. The role maintains a visible and responsive presence, demonstrates adaptability in a complex healthcare environment, and communicates effectively with a wide range of audiences to support the delivery of high-quality, person-centred care.

KEY ACCOUNTABILITIES

- Promote and support the effective use of Grampians Health quality, governance, risk management, and continuous improvement systems.
- Contribute to staff education and capability building in incident management, quality improvement processes, and governance frameworks.
- Collect, analyse, interpret, and report quality and safety data to support informed decision-making and performance improvement.
- Undertake thematic reviews, benchmarking, and performance monitoring to identify trends, risks, and improvement opportunities.
- Foster a culture of safety, transparency, continuous improvement, and shared learning.
- Advocate for risk reduction, patient safety, and consistent delivery of high-quality, person-centred care.
- Support development, monitoring, and reporting of organisational quality and performance indicators.
- Participate in governance committees, working groups, and organisational forums as required.
- Build collaborative relationships across multidisciplinary teams and contribute positively to team outcomes.
- Apply critical thinking, curiosity, and improvement science methodologies to investigate issues and support evidence-based solutions.
- Demonstrate strong communication skills, maintaining effective stakeholder relationships, professionalism, and confidentiality.
- Manage competing priorities effectively, meet deadlines, and demonstrate accountability for outcomes.
- Commit to ongoing learning, professional development, and continuous self-improvement.
- Model Grampians Health values, safe work practices, and behaviours that support a positive workplace culture.
- Ensure compliance with organisational policies, infection prevention requirements, quality and risk management processes, confidentiality obligations, and diversity, equity, and inclusion principles.
- Support Grampians Health's commitment to patient-centred care and excellence in service delivery.

KEY SELECTION CRITERIA

- Qualification in a health, clinical, or human services discipline, with AHPRA registration or relevant professional membership where required.
- Postgraduate qualifications and experience in education and training delivery are highly regarded.
- Proven ability to engage and communicate effectively with stakeholders at all levels, including senior leaders, executives, and boards.
- Demonstrated commitment to consumer safety, person-centred care, and continuous quality improvement.
- Strong knowledge of risk management, clinical governance, human factors, quality improvement, and clinical redesign principles.
- Understanding of relevant Victorian and Australian healthcare safety, incident management, open disclosure, and regulatory frameworks.
- Knowledge of legal, policy, and compliance requirements relating to patient safety and clinical risk.
- Advanced Microsoft Office skills, including Word, Excel, PowerPoint, Outlook, Visio, and Project.
- Strong analytical, research, data interpretation, report writing, and communication skills, with the ability to translate evidence into practice.
- Demonstrated ability to identify improvement opportunities, implement solutions, and achieve outcomes through effective planning and organisation.
- Highly adaptable, organised, and resilient, with the ability to work effectively in a changing and complex environment.
- Maintains high personal and professional standards, accountability, and performance under pressure.
- Excellent communication, relationship-building, negotiation, and stakeholder engagement skills.
- Proven ability to collaborate across multidisciplinary teams, influence outcomes, and build strategic partnerships.
- Committed to coaching, mentoring, and developing the capability of others.

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.