



Position Title: Deputy Director Pharmacy Operations and Logistics

Campus: Grampians Health

Directorate: Hospitals

Department: Clinical Support Services / Pharmacy Services

Reporting to: Director Pharmacy Operations and Logistics

Direct Reports: Operations Team Leader – Senior Pharmacist
 Pharmacy Technician – Team Leader
 Senior Compounding Pharmacist
 Dispensary Pharmacist Horsham
 Senior Clinical Trials Pharmacist

Appointment Terms/Conditions:

Classification and Code: Deputy Director Pharmacy (as per EBA grouping SX9 – SZ5)

Enterprise Agreement Medical Scientists, Pharmacists And Psychologists Victorian 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.	Everyday, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

POSITION PURPOSE

In association with the Director Pharmacy Operations and Logistics to lead and co-ordinate delivering high quality, continually improving hospital pharmacy services.

The Deputy Director Pharmacy Operations and Logistics will oversee operational management of:

- Dispensing and Distribution, including the dispensaries at Ballarat, Horsham, and Stawell campuses
- Compounding
- Procurement
- Clinical Trials
- Drugs and Therapeutics
- Pharmacy operations, including the Lead Pharmacist (In Charge) portfolio for the western campuses
- The role is a member of the Pharmacy Services senior leadership team

KEY ACCOUNTABILITIES

- Provide leadership within the Pharmacy Services Department as a key member of the Pharmacy Services Leadership Team, with a key focus on pharmacy operations
- Contribution to the development, implementation of the Pharmacy Services operational plan.
- Contribute to effective and appropriate clinical governance.
- Drive improvements to pharmacy services, processes and outcomes for patients
- Work with Grampians Health Leadership to ensure workforce culture aligns with Grampians Health values
- Collaborate with clinical teams, external partners and other key stakeholders to provide a seamless patient centred model for pharmacy services
- Operational responsibility for the delivery of high quality, evidenced based, and cost-effective pharmacy operations, including the oversight of Grampians Health pharmacy procurement and logistics systems.
- Operational responsibility for the Grampians Health Pharmacy Clinical Trials portfolio
- Oversee Pharmacy Services Drugs and Therapeutics portfolio, including representing Pharmacy at the Grampians Health Drugs and Therapeutics Committee.
- The position may also include occasional participation in the clinical and/or operational roster when required.
- Deputise for the Director and or Grampians Health Manager Pharmacy services as required.

KEY SELECTION CRITERIA

Qualifications

- Bachelor of Pharmacy
- Higher qualification in management or a field relevant to Health desirable.

Technical/Professional Knowledge and Skills

- Excellent communication and interpersonal skills, both written and verbal
- Demonstrated high-level leadership and change management skills
- Demonstrated understanding of relevant legislation, regulations, structures and processes and government policies relating to service delivery within the public sector.
- Demonstrated experience managing multiple health professions and a commitment to excellence in the provision of health services

Work Environment

- Strong record of experience within a large, complex healthcare organisation, including at least five

- years as a hospital pharmacist
- Demonstrated clinical and management experience in health services as well as multi-disciplinary models of care

Personal attributes

- Demonstrated ability to develop and successfully implement creative solutions to complex systemic and organisational problems
- Demonstrated ability to provide leadership and direction on clinical service delivery and business models (including implementation strategies) for the service on major strategic initiatives

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.
- All team members must adhere to infection control policies and procedures, together with any State and/or Commonwealth Government Covid19 rules, protocols and orders.
- 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.