

Position Description

Position title	Specialist Role – Aged Care System Navigator Project
Status	Full-time until June 2020
Location	Eight Mile Plains
ABOUT PRIMARY HEALTH NETWORKS (PHNS) AND BRISBANE SOUTH PHN	
<p>Brisbane South PHN has a strong commitment to working in partnership with our local communities, with primary health care professionals, regional hospital and health services, all levels of government and with the public, private and not-for-profit sectors. Through delivering on our strategic vision of Better System, Better Health, our aim is that the Brisbane South region, its primary health agencies, professionals and its local communities will be recognised as experiencing a high quality health system that is delivering improved lifelong health and wellbeing.</p> <p>In addition, our values - Courage, Respect, Integrity, Synergy, Purpose - shape the way we work with our stakeholders and with each other.</p> <p>Our efforts are focused on improving the system for everyone – individuals, families, communities, health professionals, key stakeholders and the primary health sector.</p> <p>Brisbane South PHN supports the primary health sector in a number of ways.</p> <ul style="list-style-type: none"> • Through careful analysis, consultation and planning, we help to identify and address health needs and service gaps. • We share knowledge and information with and throughout our network. • We work directly with general practitioners, allied health professionals and health care organisations. • Our services include sharing of information, digital solutions and workforce education and training, so health service providers can be better placed to deliver care to patients, keeping them healthy and out of hospital. • Through our partners and contracted providers we commission the delivery of services for our region's most vulnerable people, including those in need of mental health, drug and alcohol and other support services. 	
ABOUT THE PROJECT	
<p>The <i>Aged Care System Navigator</i> project is an exciting national initiative to trial different system navigator models to support people and build their capacity to understand and engage with the aged care system. Brisbane South PHN is working with COTA Australia and multiple partners across the country to better support people to engage with the Aged Care system to understand, choose and access appropriate aged care services.</p>	
POSITION OBJECTIVE	
<p>The objective of this position is to provide specialist support for vulnerable people to better engage with the Aged Care system to understand, choose and access appropriate aged care services.</p>	
Accountability	This position reports to the Program Manager – Older People
Direct reports	nil
Budget	TBC
Delegated Authority	As per approved Brisbane South PHN delegations

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KEY RESPONSIBILITIES	
<ul style="list-style-type: none"> • Work closely with the <i>Aged Care System Navigator</i> project coordinator, service delivery partners and stakeholders to establish a service model that is effective for vulnerable groups • Provide one-on-one support for vulnerable people to navigate the aged care system and access appropriate services to meet their needs. • Support the service delivery partners to establish and deliver aged care system information and community hubs that effectively meet the needs of vulnerable people. • Work with all stakeholders to ensure support is integrated with existing services and results in better outcomes for consumers. • Support the project coordinator to deliver the project in accordance with funder expectations and operational plans, including the collection and reporting on client and service data • Promote this project and other Brisbane South PHN initiatives through agreed marketing and communication strategies. • Any activities that might reasonably be expected in this position. 	
CAPABILITIES AND COMPETENCIES	
<p>Brisbane South PHN has a Capability and Competency Framework aligned to the Strategic Framework, Vision, Purpose and Values. The expected capabilities, competencies and success behaviours for this position are described in the Framework in the role group: Team Leader, Senior Officer, Coordinator.</p>	
SKILLS, EXPERIENCE AND QUALIFICATIONS	
<ul style="list-style-type: none"> • Demonstrated experience working with vulnerable people in the community, health or aged care sectors. • Strong understanding of the principles of person centred care and demonstrated ability to apply this approach. • Demonstrated understanding of the aged care system and its interface with community, social and health services. • Engaging written and verbal communication and interpersonal skills to effectively communicate with various stakeholders. • Effective organisational skills and demonstrated ability to achieve key positional performance indicators within a required time. • Qualifications and minimum 5 years' experience working in a similar role in social services, community, health or aged care settings. • Demonstrated ability to work autonomously and as part of a team • Intermediate skills in the Microsoft Office suite of products (Word, Excel, Outlook) • Current driver's licence • Positive National Police Check 	
Manager's Signature	Date
Manager's Name	
Employee's Signature	Date
Employee's Name	