

Position Description

Position title	Manager, Stakeholder Engagement and Strategic Partnerships
Status	Full time
Location	Eight Mile Plains
ABOUT PRIMARY HEALTH NETWORKS (PHNS) AND BRISBANE SOUTH PHN	
<p>Brisbane South PHN puts people at the heart of health care. We specialise in person-centred, place-based health system reform that delivers meaningful change and sustainable results. We are partnering to build a health and wellbeing system in which every person in the Brisbane south region, especially those with the greatest need, is supported to live well and experiences care that is connected, high quality and easy to access - our vision is ‘the best possible health and wellbeing for every person in the Brisbane south region’.</p> <p>In addition, our values - Courage, Integrity, Purpose, Respect, Synergy - shape the way we work with our stakeholders and with each other.</p> <p>Our purpose in partnering to build a health and wellbeing system in which every person in the Brisbane south region, especially those with the greatest need, is supported to live well and experiences care that is connected, high quality and easy to access.</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 	
POSITION OBJECTIVE	
<p>The objectives of this position are to:</p> <ol style="list-style-type: none"> 1. Lead and develop strategies, projects and initiatives that inform and maintain the integrity of stakeholder engagement and partnership approaches across Brisbane South PHN. 2. Develop and maintain Brisbane South PHN’s reputation through the facilitation of strong and positive relationships with key stakeholders (including Clinical and Community Advisory Councils, member organisations, community organisations) and other key partnerships. 3. Ensure activities focus on the achievement of department goals and contribute to the realisation of the Brisbane South PHN strategic goals and vision. 	
Accountability	This position reports to the General Manager, System Integration and Coordination
Direct reports	One
Delegated Authority	As per approved Brisbane South PHN delegations

Position Description

KEY RESPONSIBILITIES

- Lead strategic, best practice approaches to stakeholder engagement and partnerships, in line with IAP2 principles of engagement and partnership brokering practice.
- Maintain BSPHN's stakeholder engagement framework and supporting materials to ensure alignment with current strategic priorities and the commissioning cycle; working with teams to embed associated resources into their practices (e.g., BSPHN partnership toolkit).
- Identify, develop, and respond to new stakeholder engagement opportunities and strategic partnerships; developing new ideas for collaboration, negotiating terms of new partnership agreements, monitoring performance, and resolving conflict in line with BSPHN program area priorities and development needs.
- Coordinate initiatives to enhance staff capability in stakeholder engagement and partnerships design, analysis and evaluation.
- Lead the operational management of BSPHN's Clinical and Community Advisory Councils meetings, engagement and member recruitment processes; and implementation of BSPHN's member organisation engagement plan.
- Support the planning and implementation of key BSPHN stakeholder events, including the Annual General Meeting.
- Lead the establishment and maintenance of systems and tools to support consistent approaches to strategic and effective stakeholder management, partnerships and stakeholder feedback; including BSPHN's Customer Relationship Management (CRM) system.
- Provide effective leadership to drive the performance and outputs of team members, including day-to-day management, proactive monitoring of outputs, accountability for team budget, timelines, reporting and risk management.

CAPABILITIES AND COMPETENCIES

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: **Specialists, Program, Project, Unit Managers**.

SKILLS, EXPERIENCE AND QUALIFICATIONS

- Tertiary qualification in health or human services or equivalent level of expertise gained from a combination of experience, training, or professional accreditation
- Experience in leading, developing and implementing stakeholder engagement plans for the achievement of agreed outcomes
- Demonstrated record of working within and across health and community sectors to identify strategic partnership opportunities and building mutually beneficial cross sector relationships
- Experience in leading stakeholder feedback processes and driving continuous improvement
- High level understanding of the health system, both in Queensland and on a national scale including current trends in health policy reform and health care funding programs
- High level written and oral communication skills including the ability to convey complex concepts to senior executives and diverse internal and external stakeholders
- Ability to build and maintain strong working relationships with internal and external stakeholders; including skills in facilitation, problem solving and negotiation
- Understanding of the needs of diverse groups and intersectionality, particularly people who identify as Aboriginal and Torres Strait Islander, LGBTIQ+ and/or multicultural
- Moderate to high levels of digital literacy and comfortable using a range of information and communication technologies.
- Current driver's licence
- National Police Check

Position Description

Manager's Signature		Date
Manager's Name		
Employee's Signature		Date
Employee's Name		