

Position Description

Our Values

We value life
We make every conversation count
We will find a better way, today
We make the complicated simple

Position Title	VBHC Project Specialist
Position Number	
Band / Job Group	JG5
Division	Strategy, Sectors and Research Our vision is to provide the strategic framework to achieve world leading outcomes for Victorians who have been impacted by road trauma. We do this by establishing trusted partnerships with clients, stakeholders and providers of healthcare and disability services to deliver safe, quality care to support Victorians to get their lives back on track. This is underpinned by evidence based research to ensure we deliver outcomes and value for the Victorian community.
Branch	Value Based Health Care Implementation
Location	Geelong
Reports To	VBHC Senior Project Lead
Number of Direct Reports	Nil
Working with Children	Is a Working with Children check required for this position? <input type="checkbox"/> Yes <input type="checkbox"/> No
Financial Delegation	Nil
Job Purpose	<p>The Value Based Health Care (VBHC) Project Specialist is part of the Transport Accident Commission's multi-disciplinary team that develops value based health care at the TAC. These roles collaborate with operational teams to implement, test and evaluate new processes and models of care as part of the organisation's transition to value based health care.</p> <p>The Project Specialist will use the principles of Value Based Health Care, Co-design and the Change Management Framework as part of the transition process and collaborate strongly with providers, clients and staff to implement new systems and processes that will improve outcomes for Victorians impacted by road trauma.</p>

KEY ACCOUNTABILITIES

1. Lead the development and implementation of project initiatives contributing to the successful delivery of project outcomes that meet strategic business objectives for VBHC Implementation and the TAC.
2. Support and facilitate the integration of program deliverables.
3. Anticipate and identify risks and problems early. Quantify these risks and develop and implement appropriate strategies to manage, mitigate and resolve expected and unexpected events and issues.
4. Lead, in conjunction with the VBHC Senior Project Lead, the collaboration, consultation and communication activities behind the implementation of value based healthcare, ensuring these activities are inclusive and engaging.
5. Liaise with internal stakeholders such as Business Intelligence to ensure appropriate and robust data analysis informs the development and implementation of project initiatives.
6. Review and implement new standard operating procedures in collaboration with members of the operational team, ensuring strong stakeholder engagement prior to, during and post implementation.
7. In collaboration with the Project Management Office, develop and maintain implementation artefacts including timelines, project plans, stakeholder plans, etc.
8. In collaboration with Research and Evaluation, evaluate outcomes using a program logic approach and ensure learnings and areas of improvement are shared.
9. Identify research opportunities and collaborate with the TAC research team and the Centre for Value Based Health Care.
10. Lead continuous improvement activities within the designated phase of the transition to value based health care.
11. In collaboration with the VBHC Senior Project Lead and the broader VBHC Implementation team, develop and maintain a reporting dashboard/visual management board that includes key performance indicators and key

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behavioural indicators to improve the provider, client and staff experience.

12. In collaboration with other VBHC Project Specialists and the Director, Clinical Transformation, analyse clinical and outcome data to support to the team in evaluation processes and reporting.
13. Coach and build capability indirectly within the VBHC team and with stakeholders across the organisation.
14. Other duties as reasonably required in response to evolving business priorities.

Organisational Responsibilities

As defined by the Occupational Health and Safety Act 2004 - Victorian employees of TAC are to take reasonable care to ensure their own safety, not place others at risk by any act or omission, follow safe work procedures, report hazards and injuries and cooperate with the employer to meet work health safety obligations.

Model all TAC Leadership Model capabilities and behaviours; adapt & learn, embrace accountability, cultivate partnerships, empower others, exercise judgment, deliver outcomes, shape strategy & direction and lead transformation.

Participate in identification and development of initiatives, risks, changes, recommendations and implementation of appropriate work practices, policies and guidelines to improve efficiency and/or effectiveness of work..

KEY SELECTION CRITERIA

Relevant Qualifications, Work Experience & Specialised Knowledge

1. Knowledge and understanding of the principles of value based health care and the social determinants of health.
2. Understanding of the application of value based health care principles and practices in a road trauma context.
3. Understanding of the cultural sensitivities of working with and supporting a culturally diverse client base.
4. Tertiary qualifications in health, hospital administration, public health, business management or a related field.
5. Project management qualifications and/or accreditation Prince2 are desirable.
6. Knowledge and understanding of continuous improvement methodology and change management principles or concepts.
7. Strong project experience within a large organisation, independently running projects and ensuring quality and timeliness of deliverables, particularly whilst juggling multiple projects/ priorities.
8. Strong experience in leading change/process improvement initiatives and involving a diverse range of stakeholders.
9. Experience in engaging and influencing stakeholders with a focus on relationship building, inclusive collaboration and managing the expectations of key stakeholder groups whilst providing an outcome that benefits the organization.
10. Experience in gathering and interpreting information from a range of sources and a proven track record in problem resolution.
11. Excellent interpersonal skills with the ability to foster trust and respect and work with clients, providers and TAC staff in an inclusive and culturally appropriate person-centered manner.
12. Experience in applying procedures to evaluate evidence and make recommendations about improvement opportunities.

Capabilities

Adapt and Learn: Adapts one's approach as situations change and supports others to do the same

Exercise Judgement: Makes appropriate changes to work and team priorities in response to identified risk factors



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Lead Transformation: Reviews past and current performance to identify improvement opportunities to enhance business performance

Cultivate Partnerships: Communicates and presents complex and abstract ideas in a clear, succinct and understandable way, suitable to the audience

Cultivate Partnerships: Builds and maintains relationships with stakeholders across roles, teams and divisions, internally and externally

Deliver Outcomes: Allocates work appropriately across the team and leverages available resources to achieve high performance standards

Embrace Accountability: Holds self and others accountable for actions and results against agreed goals

Empower Others: Sets clear expectations and provides guidance to support decision making

