

Position Description

Director, Strategy and Policy Development

Reports to: Chief Executive
Direct reports: Policy Development and Research Officer
Date: February 2018

Position purpose

The National Rural Health Alliance – Australia’s peak non-government organisation for rural and remote health – is seeking an experienced professional to lead the Alliance’s strategy and policy development activities.

The Director will work closely with the Chief Executive and other members of the NRHA team to lead the development of key strategic initiatives and proposals, identify the policy development needs of the organisation and develop a suite of evidence-based policy statements, fact sheets and position pieces.

A key aspect of the role is seeking the expertise of the Alliance member organisations in the development of policy and strategy.

The overall purpose of the position is to improve the health and wellbeing of people in rural and remote Australia. The incumbent will do this by leading the development of key strategic directions and policy determinations impacting access, development and delivery of health services to rural Australians in order to improve health outcomes.

The Director will also assist the Chief Executive, Council and Board to engage and influence key stakeholders in an inclusive and constructive manner.

Position responsibilities

The Director, Strategy and Policy Development works with the Chief Executive to:

- Lead the development of the strategic planning and Alliance policy statements for the organisation.
- Identify the core policy issues impacting on the planning, development and delivery of health care to people living in rural and remote Australia.
- Prioritise and scope the development of policy positions for further dissemination and action.
- Ensure that policy statements are reflective of contemporary evidence-based research findings and best practice principles.
- Lead the preparation of formal written positions, submissions, fact sheets, policy briefs and recommendations on key policy issues as identified and agreed.
- Analyse relevant legislative and regulatory matters and keep up-to-date with government policy and program discussions in related areas.
- Assess the economic, environmental and social implications of existing and mooted policies and programs relating to rural and remote health and wellbeing.

- Provide input into the identification of communication mechanisms and approaches to maximise support for the consideration of policy initiatives among key internal and external stakeholders, government agencies and key operatives.
- Co-ordinate, promote and support the Alliance's program activities; and
- Analyse and provide advice on governments' and other stakeholders' health and health-related policies, programs, decisions and proposals.

Stakeholder engagement

- Work with Council member organisations to advocate for improvement in rural and remote health in alignment with national policy directions.
- Work cooperatively with stakeholders, such as community organisations, government and other organisations relevant to the Alliance's purpose.

Other

- Contribute to a workplace culture that is consistent with the Alliance vision, objects, guiding principles and values.
- Work in a manner consistent with the governance and management policies and procedures of the organisation.
- Undertake administrative tasks as required in a small team.
- Represent the Alliance as requested by the Chief Executive from time to time.
- Provide support to the Chief Executive and others on matters relating to planning, operating budget, future funding opportunities, management and project reporting, operational systems and processes and other administrative duties relating to the Alliance's policy and programs activities as required.
- Perform other duties as directed and necessary for the proper performance of the role.

Selection criteria

Essential:

- Tertiary qualifications in a relevant health and/or business-related discipline.
- A record of achievement at a senior level in formulating strategy and policy that has resulted in substantive change.
- Proven ability to work collaboratively and constructively with a wide range of stakeholders including government departments and other peak body organisations.
- Initiative, drive and responsiveness to emerging opportunities and demonstrated leadership capacity.
- High-level communication skills – written and oral.
- Proven ability to work constructively within a small team environment.
- A commitment to improving the health and wellbeing of the seven million people living in rural and remote Australia.

Desirable:

- Relevant post graduate qualifications in a relevant discipline aligned to strategy and policy development at national level.
- Experience working in the health sector and in regional, rural or remote locations.
- Experience working in the not for profit service sector with a strong advocacy focus.
- Expert-level knowledge and understanding of policies and issues relevant to rural and remote health in Australia.