



Position Title

Position title:	Head of Health and Wellbeing - Central Australia
Location:	Alice Springs
Reports to:	Deputy Regional Director – Central Australia
Manages:	Family Health and Wellbeing team
Key Internal liaison:	CEO, Children's Ground; Head of Early Learning and Wellbeing; Director, Research and Evaluation; Director, People and Culture; Children's Ground staff
Classification:	SCHCADS Modern Award Level 8 (depending on skills and experience)
Tenure:	Full time (38 hours per week) 12 month contract (a further contract may be offered subject to funding)

Background

Children's Ground is a First Nations organisation. We are committed to systems change to ensure dignity, justice and equity for all children and families. Our work focuses on national reform as well as evidencing a new way of working. The Children's Ground Approach is a whole of community, whole of life approach, designed by First Nations people. We partner with a community over the course of a generation, led by local expertise, vision and intelligence. Together, we create and deliver an integrated system that is centred on learning, development and wellbeing that responds to the child and their family through the key transition points from pre-birth to young adulthood. Our approach recognises the cultural, social and economic strength of communities and builds on this to equip children for opportunities locally, nationally and globally.

We celebrate First Nations children and families and back their vision and talent to transform their communities from extreme stress and economic disadvantage to communities of opportunity and wellbeing.

Children's Ground operates in Central Australia and across the Top End, with support provided by a Melbourne-based Shared Services team.

Position Summary

The Head of Health and Wellbeing – Central Australia will lead the Family Health and Wellbeing Team, a small multi-disciplinary team that delivers the Children's Ground Family Health and Wellbeing Framework, *Utnenge, Tyerrtye, Mwerre Atnyenetyeke Iltye Tyerrtye Urrperle-kenhenge (Health in the Hands of the People)* to improve the health and wellbeing outcomes for individuals and families in the communities we work in.

Health in the Hands of the People includes the recognition and support of local traditional cultural knowledge systems and practices and the agency of consumers. It also includes Western approaches to improved health outcomes through health promotion, social and emotional wellbeing, maternal and

child health and environmental health programs. The Health team will develop and implement family health plans with individuals and families and create and deliver responses to population health needs with each local community we work in.

The Health team will be proactive, working collaboratively with both internal and external partners. The Head of Health is expected to regularly participate in health promotion program delivery on country and in community as part of the our integrated early years learning program.

Key Relationships

Reports to:	Deputy Regional Director - CA
Key Internal liaison:	Head of Learning and Wellbeing; Head of Research and Evaluation CA; Head of Community Development and Wellbeing Children's Ground staff, CEO of Children's Ground.
Key External liaison:	NT and Federal health departments, local, NT and interstate medical services

Key Responsibilities

1. Deliver the Children's Ground Family Health Model

Under the direction of the Deputy Regional Director - Central Australia, deliver the Children's Ground *Family Health and Wellbeing Framework, Health in the Hands of the People*, to improve the health and wellbeing outcomes for individuals and families who we work with in Central Australia.

This work includes, but is not limited to the following:

- a) With the community, develop, assess and monitor population health/health promotion priorities and manage and implement responses to create improved health and wellbeing outcomes for First Nations people across the region
- b) Oversight the Health team and together, deliver the *Family Health and Wellbeing Framework* in a way that is culturally appropriate and sustainable.
- c) Support the integration of health and wellbeing into Children's Ground early childhood curriculum, daily learning and development initiatives for children aged 0-12 years. Including but not limited to:
 - Social and emotional wellbeing
 - Physical health and wellbeing
 - Nutrition
 - Oral health
 - Environmental health
 - Disease prevention
- d) Manage the development and implementation of family/community health promotion initiatives as identified and prioritised by community, including but not limited to:
 - Social and emotional wellbeing

- Maternal and Child Health
 - Physical health and wellbeing
 - Nutrition
 - Oral health
 - Environmental health
 - Disease prevention
 - Health literacy and access to health services
- e) Development, implementation and coordination of family health and wellbeing plans
- f) Ensure health and wellbeing initiatives are available in First language and support local cultural knowledge, life and lore.
- g) Support and develop Health Promotion initiatives in the region, working with local communities, local health providers and cultural health services
- h) Provide support to local First Nations people to navigate the public, not for profit and private health system so that it is more effective, efficient and culturally safe for local first nations people to access health services
- i) Support local First Nations people to advocate for appropriate and integrated health service delivery within the CA region
- j) Oversee and coordinate ongoing infectious disease (including COVID) prevention and response work

2. Local Community Agency and respect for local cultural knowledge and life

- a) Meet regularly with local people and elders to discuss local aspirations, to inform the directions and responsibilities of the Health team.
- b) Liaise with local people in relation to activities to ensure that Children's Ground operations,
- do not undermine local cultural authority, and
 - actively promotes local cultural knowledge and practice
- c) Encourage and support all families, valuing their ideas, strategies and aspirations
- d) Work in partnership with Akeyulerre Healing Centre to deliver First Cultural health and wellbeing, as appropriate.

3. Program Design, Standards and Implementation

- a) Participate in on country and in community early learning program delivery sessions by designing and leading health promotion activities targeted at children and adults
- b) Develop, support and maintain an outreach program to service the region, encouraging access to all families
- c) Seek out and establish relationships with NTG and interstate external clinical health providers and educators to foster clinical placement partnerships at Children's Ground through pro-bono, professional development, philanthropic and/or volunteer programs

- d) Work with the Learning team to ensure all children have a comprehensive learning and wellbeing plan that includes their social and emotional wellbeing needs and development support
- e) Provide advice and recommendations internally to Children's Ground management and staff regarding development, implementation and program guidelines and design
- f) With the learning and family health teams, develop Child Learning and Wellbeing Plans as well as individualised and family-based health plans and strategies to support the emotional and physical wellbeing of children, young people and adults.
- g) Administer and oversee team schedules, responsibilities, roles and practice
- h) Develop and share leading practice, referring to national and international practice and research
- i) Participate in regular professional supervision, team meetings and team planning sessions.

4. Operational systems and standards

- a) Ensure documentation, policies, procedures, systems and standards are in place with clear compliance to meet legislative standards and the regulatory and other needs of Children's Ground
- b) Ensure security of information for consumers
- c) Ensure review and monitoring of standards on a regular basis
- d) Ensure all activities are delivered with quality and integrity.
- e) Operate within the requirements of Children's Ground philosophies, policies and procedures as well as regulatory requirements

5. Staff Supervision

- a) Work with the People and Culture team regarding Health team staff recruitment, induction, training, professional development, performance reviews, etc.
- b) Provide oversight and direction to the Health team both one on one and through regular team meetings in accordance with Children's Ground policies and procedures.
- c) Provide mentoring, management and guidance to the Health team staff to develop professional, trusting and respectful relationships with people in the region.
- d) Lead and supervise Health team staff using the QPRS performance management process and development mechanisms that provide an overall context and framework to encourage employee contribution and includes a clear workplan, goal setting, feedback, and performance development planning.

6. Information and data systems, monitoring and reporting

- a) Ensure user data and information is being recorded to meet the monitoring and evaluation needs of the Family Health and Wellbeing team
- b) Train and support staff to document and record data

- c) Undertake assessments and relevant research in consultation with the Director of Research and Evaluation
- d) Oversee development and management of a library of health promotion resources from within and outside of community including videos, books, papers, etc.
- e) Plan, monitor and expend budget to comply with Children's Ground budget and financial systems
- f) Maintain confidential, organised and up-to-date files relating to the people Children's Ground works with
- g) Prepare reports as requested

7. Quality & Risk Management

- a) Ensure all activities are delivered with quality and integrity
- b) Ensure risk management policies and systems for the Health team are up to date
- c) Operate within the requirements of Children's Ground philosophies, policies and procedures as well as regulatory requirements

8. Relationships

- a) Develop and maintain relationships with key partners including local organisations
- b) Maintain strong joint working relationship across Children's Ground operations
- c) Represent Children's Ground in key meetings as requested
- d) Be flexible to support the broader CHILDREN'S GROUND team and operations to meet strategic and operational goals.

9. Contribute to Children's Ground

- a) Be a positive, innovative and active member of the Children's Ground team
- b) Liaise and collaborate with the Health team in Top End
- c) Contribute to strategic planning, organisational development, management work plans & policy formation.
- d) Support a strong, connected, respectful and supportive organisation.
- e) Participate in professional development programs offered by Children's Ground
- f) Where necessary, participate in local language classes and practice its use in interactions with Arrernte people, with a view to developing at least basic level of language competence
- g) Undertake other tasks as requested to support the delivery of Children's Ground programs

Additional Duties

The Head of Health shall:

- a) Maintain safe working conditions and practices in line with Occupational Health and Safety policies;
- b) observe and carry out all lawful directions in relation to the performance of the duties and functions under this position description;
- c) disclose any financial or other interest relating to the business of Children's Ground in accordance with the Act or which conflicts or may conflict with the discharge of the duties or functions of the office and comply with any reasonable direction given by the Employer in respect of that interest; and
- d) devote the whole of their professional effort to their employment and not hold any position or take on any activities, which may in any way be seen to conflict with the duties or functions under this Contract unless approved by Children's Ground Ltd.

Location and Hours Worked

This is a full-time position, based at the Children's Ground Central hub in Mparntwe (Alice Springs) while involving frequent work out in our communities or surrounding areas. The role may occasionally require trips interstate to attend workshops and conferences.

Work Health and Safety

This role may require working regularly in outdoor conditions, in extreme heat during the summer, sitting, standing, carrying up to 15 kgs and moving around in outdoor settings, including getting in and out of motor vehicles and remote location work.

Key Selection Criteria

Essential

- Relevant Degree/qualification or substantial equivalent work experience
- Significant experience and expertise and demonstrated success in health promotion
- Experience as a Program Manager, Senior Organisational Position or in a role where you have held accountability for a breadth of functions across an organisation
- Understanding and/or experience working with First Nations communities and the strengths and key issues facing First Nation people
- Excellent communication and interpersonal skills, both verbally and written
- Strong relationship, networking and communication skills - both verbal and written
- Strong people management skills and a collaborative worker – team-work, facilitation, supervision, liaison
- Current Drivers Licence

- OCHRE card and National Police Clearance or willingness to obtain

Desirable

- Experience working in remote First Nations communities
- Experience working in a start-up environment
- Demonstrated knowledge, skills, and experience in an NGO or community development organisation

Personal Attributes

- Self-starter who thrives in an environment that is ambiguous, dynamic, variable and complex
- Embraces and thrives in a culturally diverse workplace
- Passionate about social justice
- Highly collaborative
- Identifies and seeks out resolutions to problems utilising innovation and adaptability with confidence and calmness
- Focus on achieving excellence.