

**Position Title:** Director – Health and Wellbeing  
**Directorate:** Office of the Fire Rescue Commissioner (OFRC)  
**Position Number:** 40020001  
**Reports to Title:** Deputy Commissioner - OFRC  
**Position Classification:** SES1 / Executive Officer

<b>Salary Range</b>	(SES1) \$216,376 - \$279,238 Total Remuneration Package
<b>Staff</b>	Approximately 41 FTE
<b>Enquiries</b>	Dean Unkles, Managing Partner, Peter William Partners +61 433 822 718   <a href="mailto:dean.unkles@peterwilliampartners.com">dean.unkles@peterwilliampartners.com</a>

### About Fire Rescue Victoria

Fire Rescue Victoria (FRV) is Victoria's trusted agency for recruiting, training, and deploying career fire-fighters and employees to keep communities safe. Fire Rescue Victoria provides a world class fire and rescue service to the Greater Metropolitan Area and major regional centres. FRV is a new organisation that builds on the accomplishments Victoria's fire and rescue services have delivered for the community for more than a century.

FRV's mission is to keep Victorian communities safe. We achieve this through:

- Delivering expert fire and rescue services to the community we serve.
- Driving systemic change to the built environment through reforms to building design, regulations, and legislation.
- Educating the community through fire prevention programs that improve community safety and build resilience.

### Role Purpose

The primary purpose of the position of the Director Health and Wellbeing is to develop, lead, implement and manage the clinical and administrative systems related to FRV Health and associated health and wellbeing programs. This includes leading a multidisciplinary team of health professionals. Domains of risk, legal and health responsibility include physical and psychological health strategies, advice and services and fitness programs, injury prevention, clinical governance and brigade medical services.

As a member and in partnership with the Health, Safety & Wellbeing Senior Leadership Team (SLT), including the Director - Safety and Recovery and the Assistant Chief Fire Officer (ACFO) Health, Safety, and Wellbeing this role will deliver a consistent, outcome focused and holistic HSW strategy and services for FRV.

**The position's required outcomes include:**

1. Develop and oversee the implementation of an annual Health Services work plan which clearly outlines the strategic priorities and commitments of the department and aligns with the broader Health, Safety & Wellbeing strategy, and the Office of the Fire Rescue Commissioner Directorate and FRV Strategic Plan.
2. Deliver strategic projects to review and develop health and wellbeing policies, procedures, frameworks, processes, and programs that align to relevant strategic priorities, targets, and key performance indicators.
3. Develop strategies that incorporate analysis, review, and benchmarking of emerging issues in health, wellbeing and injury prevention and management.
4. Maintain knowledge currency and provide advice and leadership to support strategic decision-making in health and wellbeing that align to FRV's Strategic Plan.
5. A measurable improvement in staff awareness and engagement in FRV Health and associated health and wellbeing programs.
6. Lead the development of accessible and accurate data analytics to enable proactive evidence-based decision making, trend analysis and evaluate how FRV is improving its health and wellbeing outcomes in line with agreed targets.
7. Prepare and present reports, submissions, and briefing papers for senior leadership on a range of matters including organisational opportunities to optimise the health and wellbeing of the workforce to support operational capability and capacity.

**Role Accountabilities:**

1. Create and inspire the vision for optimal health and wellbeing performance for FRV.
2. Deliver person-centered and evidence-based care with a focus on preventative risk management, statutory compliance, financial sustainability, and highly efficient case management.
3. Lead the development, delivery, and maintenance of FRV Health and related health and wellbeing programs, systems, leadership, and behaviour.
4. Ensure that FRV's health and wellbeing related statutory, legal, audit and risk management obligations are met and well managed, which includes oversight of the development of a clinical governance framework.
5. Provide specialist advice and periodic reporting and analysis of health and wellbeing performance to FRV leaders to ensure performance and best health outcomes are driven through the organisation.

6. Lead the investigation of major issues or barriers to good health and wellbeing performance. Devise evidence based and data driven strategies, plans and campaigns which materially improve health and wellbeing outcomes including occupational illness injury prevention and health and hygiene awareness.
7. Lead and develop the Health and Wellbeing team through direction, support and coaching of clinical and related services to build the knowledge and capability of employees.
8. Oversight and management of FRV Health contracts and associated health and wellbeing services in line with regulatory requirements.

### **Selection Criteria**

1. Extensive experience and a record of achievement in the delivery of similar health and wellbeing strategies and services in a large complex operating environment.
2. Demonstrated strategic and policy planning in the development and implementation of current evidenced based health and wellbeing strategies.
3. Expertise integrating best practice health and wellbeing research into strategies at an organisational level that protect, promote, and mitigate against risk to physical and psychological health and wellbeing of staff.
4. Successful management and oversight for health and wellbeing support including outsourced occupational medical/ clinical services, physical fitness programs, injury prevention and rehabilitation, psychological services, Employee Assistance Program, peer support and early intervention programs.
5. Understanding and application of legislation, regulations and other standards to establish and/or maintain a safe and supportive work environment.
6. Extensive senior management experience and ability to use sound judgement and ethical behaviour to make and influence quality decisions and pragmatic solutions.
7. A leadership track record that reflects a commitment to the recognition of differences, fairness and respect towards all staff that reinforce a values-based culture.

### **Qualifications**

- It is desirable that the applicant holds Post Graduate qualifications in a relevant health and/or wellbeing discipline i.e., Occupational Health and Safety; Medical, Allied Health, Psychology, Physiotherapy Occupational Therapy.

### **Other Relevant Information**

- Applicants must be either an Australian Citizen, Permanent Resident or hold a valid working visa.
- The position description is indicative of the initial expectation of the role and subject to changes to organisational goals and priorities, activities or focus of the job.

- The successful applicant must also satisfy the National Police Records Check standard that includes fingerprinting.
- The preferred candidate may be required to undergo pre-employment security checks.

### **How to Apply**

Applications should include a resume, attached as MS Word or PDF, to be submitted via [info@peterwilliampartners.com](mailto:info@peterwilliampartners.com)

**Queries close:** 5pm AEDT, Wednesday 21<sup>st</sup> February 2024

**Applications close:** 5pm AEDT, Friday 23<sup>rd</sup> February 2024

*Peter William Partners have been exclusively retained by Fire Rescue Victoria to deliver this executive search. Any unsolicited applications will be redirected to Peter William Partners and managed via the campaign. This position is only open to applicants with relevant rights to work in Australia. Incomplete applications will not be acknowledged.*