



SMB14

Role Description

Director-General Department of Health

VRN: PR 20/04

CLOSING: 5.00 pm Monday 29 March 2004

1. ROLE IDENTIFICATION

DESIGNATION:	Director-General
CLASSIFICATION:	Chief Executive Officer
SALARY:	By negotiation - total remuneration value to a maximum of \$2,123,233 per annum
LOCATION:	Brisbane
DATE OF REVIEW:	March 2004

2. PURPOSE OF THE ROLE

The Director-General provides strong and effective leadership of the Department and is also responsible for the overall management of the organisation through the major functional areas to ensure the delivery of key government objectives in improving the economic and social well being of all Queenslanders.

The Director-General leads the Department in:

- *Taking a Wider perspective on Health:* to improve and strengthen whole-of-Government approaches to address social, economic and environmental factors impacting on health of all Queenslanders, and encourage and enable healthy lifestyles and preventative health care;
- *Reducing Health Inequalities:* by adopting measures to reduce the inequalities in health outcomes (morbidity, mortality and risk factors) between population groups in Queensland;
- *Involving Queensland Communities in Better Health and Health Care:* by building strong partnerships between individuals, communities, health services and a client-centred health system;
- *Providing Integrated, People Focused Services:* to improve access to appropriate and quality health services across the continuum of care, with prioritisation in particular areas, including cancer care and renal dialysis services.

3. REPORTING RELATIONSHIP

The Director-General reports to the Minister for Health.

4. PRIMARY DELEGATIONS & RESPONSIBILITIES

The Director-General, as chief executive of a department, is -

- the accountable officer in terms of the *Financial Administration and Audit Act*;
- vested with the powers and authorities of the *Public Service Act and Regulations* and other relevant legislation administered by the Department;
- accountable for the proper and sound management of the department in the implementation of Government policy and for the achievement of the required outcomes.

5. OTHER QUALIFICATIONS

Formal tertiary qualifications are not mandatory but relevant health and/or management tertiary qualifications may be an advantage.

6. PRINCIPAL RESPONSIBILITIES

The Director-General shall:

- Ensure that the Minister for Health is provided with sound policy advice on request and in response to emergent issues.
- Provide superior leadership to ensure efficient and effective delivery of health services which meet the government's required policy outcomes.
- Ensure that the Department's staff and other resources are managed so as to give effect to relevant legislation, government policy and contemporary best practice.
- Participate in the Community Cabinet meetings, various consultations and negotiations within Queensland, and with equivalent government departments interstate, on issues within the portfolio responsibilities of the Minister for Health.

7. SELECTION CRITERIA

1. Demonstrated impressive record of successful achievement in setting and achieving corporate goals through the leadership of a large and diverse organisation and the effective management of financial and human resources.
2. Highly developed interpersonal skills to advance collaborative working relationships with the ability to negotiate and communicate at all levels of government and with relevant outside bodies on complex and sensitive issues.
3. Demonstrated high calibre conceptual, analytical and problem-solving ability with sound decision-making skills.
4. Demonstrated innovative and effective strategic approaches to continually improve service delivery and organisational capabilities to meet future demands.
5. Demonstrated outstanding abilities in policy formulation and strategic planning.
6. Demonstrated ability to manage a diverse workforce, including the ability to implement equal opportunity in employment, to improve workforce morale and to develop further the effectiveness of a senior executive management team.

8. ADDITIONAL INFORMATION

The Queensland Government is an equal opportunity employer.

In accordance with section 53 of the *Public Service Act 1996* (the Act), appointments of Chief Executives are subject to their entering a written contract of employment for a term of up to three (3) years with an option for a further two (2) years subject to performance satisfactory to the Premier.

In accordance with section 55 of the Act and the Public Service Commissioner's Directive, the successful appointee will be required to give a statement of his/her pecuniary and non-pecuniary interests to the Ministers within one (1) month of taking up the appointment.

To apply for the position, it is recommended that you submit:

- A covering letter quoting the position's details, the vacancy reference number and other details deemed pertinent.
- A statement describing how you meet the selection criteria.
- A succinct Curriculum Vitae or resume of information.

Further information can be obtained by contacting Mr George O'Farrell, Acting Public Service Commissioner on telephone 3224 2415.

Only an original of your application needs to be supplied. Applications for this position should be marked "**Private and Confidential**" - VRN 20/04 CEO Position" and be delivered or mailed to:

**Mr George O'Farrell
Acting Public Service Commissioner
Office of the Public Service Commissioner
PO Box 190
Brisbane Albert Street, Qld 4002.**

Applications should be received by 5.00pm Monday 29 March 2003

Organisational structure

