



The **Fred Hollows**  
Foundation

## Medical Director – Information Pack



Photo: Michael Amendolia

**A career where YOUR talent and energy today will help many to see tomorrow.**

# About Us

We are an international development organisation working towards eliminating avoidable blindness and improving Indigenous health.

## Our Vision

**We see a world in which no person is needlessly blind or visually impaired.**

## Our Purpose

**We are determined to deliver Fred Hollows' vision of preventing blindness and restoring sight**

**We work around the world so that no one is left behind, and in Australia, we work tirelessly to ensure that Aboriginal and Torres Strait Islander Australians can always exercise their right to sight and good health**

**Our priority is to work with communities to improve their own eye health. We do this through life changing surgeries and treatments, training doctors and health workers, generating new ideas, and pushing for change at all levels – from local to global.**

There are 36 million people in the world who are blind, but many do not need to be. We focus on preventable and treatable diseases such as cataract, trachoma and diabetic retinopathy. Our in-country work involves local training and providing affordable technology, so doctors, nurses and health care workers can recognize, diagnose, refer and treat eye problems in their communities. We use research to improve our understanding of avoidable blindness, then use our findings to implement strategies and advocate for change.

The Fred Hollows Foundation has a very clear goal: we are putting an end to avoidable blindness. When this day comes, people in developing countries will get the same quality eye care the rest of the world takes for granted.

To find out more about our work, please visit our website <https://www.hollows.org>

# An Introduction to the Role

After over 20 years of service, our current Medical Director has decided to leave, meaning we are now embarking on the journey to find his successor. This opportunity coincides with the launch of our new strategic plan, which sees us ramping up our efforts in the management of **Cataract, Trachoma and Refractive Error**, and exploring innovations to make the management of **Diabetic Retinopathy** affordable for all.

**Role Title:** Medical Director

**Location:** Sydney, Australia. Other locations maybe considered.

**Number of Direct reports:** 5

**Travel:** Frequent Travel internationally and domestically

## Role Purpose

As a pre-eminent expert in the field of Ophthalmology, the Medical Director leads the medical team to provide clinical advice and expertise to shape our programs, build capacity of our partners and to provide key insights that help shape and influence the strategic decisions of The Foundation. The Medical Director works to ensure that the quality of the medical work we support is upheld at the highest standard and supports a continuous improvement approach and evidence through monitoring of medical outcomes.

The Medical Director leads strategic projects of medical and eye health issues, enabling The Foundation to respond to and harness emerging issues and breakthroughs from conception, through to execution.

The Medical Director leads the medical team, and oversees an external network of medical specialists who support in-country program design, evaluation and improvement, as required.

The Medical Director will own the following outcomes:

1. Strategic advice to FHF's leadership on medical and eye health issues, emerging issues and breakthroughs.
2. Leads the development of policies, standards & guidelines (such as treatment protocols, essential drug lists, facilities standards) for our programs, and ensures mechanisms are in place to monitor adherence to those guidelines and standards, and ensure that the medical work we support is delivered at the highest standard.
3. Supports capacity building of our staff in key medical issues, including awareness of medical guidelines and standards, and emerging issues.
4. Oversees The Foundation's medical team and leads the establishment and maintenance of an FHF in-country medical network, providing access to professional development and convening the network as required.
5. Leads strategic projects of a medical nature that can increase FHF's impact, such as medical innovations and research.
6. Ensures appropriate medical advice is available as required to all Divisions, including all programs, research and innovations.
7. Ensures that eye health and medical expertise is embedded in FHF's decision-making.
8. Ensures appropriate professional medical representation of The Foundation to external professional organizations and networks.
9. Supports FHF's growth by identifying and supporting opportunities for funding and partnerships.

# About You

You are recognised globally as an expert in the field of Ophthalmology, bringing expertise in community ophthalmology in low resource settings, and a passion for bringing affordable eye care to the poorest. You are an excellent communicator with a strategic mindset, and have built a strong professional network across the eye health sector and beyond. While you may not currently be a practising clinician, you maintain and uphold the highest professional standards and keep abreast of the technologies, innovations and emerging issues that have the potential to shape the future eye care sector and end blindness. You are a team player who will support The Foundation to develop partnerships, influence senior stakeholders and raise the resources we need to support our work.

## Qualifications

- Undergraduate Medical Degree, Post Graduate Medical Qualifications, Member of a Professional Body of Ophthalmologists

## Essential Experience

- Expertise in community ophthalmology in low resource settings
- Strategic mindset, with the ability to proactively contribute to The Foundation's goals
- Team player who engages with non-medical staff across the organisation
- Team leadership and staff management
- Deep understanding of the operations of international NGOs to maintain relevance of medical advice

## Skills

- Outstanding communication skills with the ability to communicate effectively with all levels throughout, with internal and external stakeholders
- Strong planning, coordination and organisational skills.
- Substantial ophthalmic expertise and proven influencing and advisory experience at senior levels
- Demonstrated leadership skills, including as both coach and mentor

# Application & Selection Process

To express an interest in this opportunity please forward a copy of your resume and letter of application to [vcawley@hollows.org](mailto:vcawley@hollows.org)

**Applications close: 29th March. 2019**

As part of the selection process, all suitable applicants will be invited to attend several interviews. We anticipate holding at least 1 of these interviews in Sydney, where you will be provided with the opportunity to meet with some of our Board Members and Executive team. In addition to the interviews, suitable applicants will also undergo various background checks, including police, qualifications and reference checks.

# How we value your contribution

*Below is a summary of some of the ways in which your contribution will be recognised, however all our employees are paid under local terms and conditions aligned to the country in which they are located. For specific information, regarding local terms and conditions please request a copy of the local employee handbook.*

## REMUNERATION PACKAGE

Our global remuneration framework ensures that we align to local pay, employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

## LEAVE

Please refer to local employee handbooks for further information regarding paid leave entitlements. Typically we offer the following types of leave include personal days, sick or carers' leave, paid parental leave, long service leave and compassionate leave are offered in line with individual country/state employment conditions.

## PERFORMANCE & DEVELOPMENT

Our performance and development framework enables you to work closely with your manager to plan, manage, and review your performance throughout the year, and discuss development opportunities and areas for growth.

## LEARNING & DEVELOPMENT

Our approach is to build the capacity of our people and to support you with on-the-job experience, coaching and formal learning that you may need.

## LEADERSHIP

Our customized leadership programs are for leaders at all levels and are focused on supporting our people to be inspired, empowered and to make an impact in their work so that together we achieve our vision.

## STUDY SUPPORT

We are committed to supporting tertiary education that is relevant to your work through our global study assistance program. Relevant applications for study support are considered annually, providing financial assistance and study days.

## RECOGNITION

We recognise and acknowledge our people who live our values of Integrity, Collaboration, Empowerment and Action, in everyday activities.

## FLEXIBLE WORK ARRANGEMENT

We encourage a spirit of mutual flexibility, enabling discussions between our people and their managers about maintaining work-life balance.

## HEALTH & SAFETY

We are committed to helping ensure the health, safety and wellbeing of all our people. We have a dedicated team of Work Health & Safety representatives whose number one priority is to assist in making your workplace safe.

## EMPLOYEE ASSISTANCE PROGRAM

To support health and wellbeing, we offer free external, professional and confidential counselling assistance to our people and direct members of their families who face personal, family or employment related concerns.

# Our Values

## INTEGRITY

## WE STAND UP FOR WHAT IS RIGHT



- Work alongside the poorest and most marginalised.
- Do what we say we will do.
- Hold ourselves accountable to the highest standards.

### What we are doing?

- We speak the truth and hold ourselves accountable to the values and behaviours of the organization.
- Honest in our capacity to deliver on our vision and purpose.
- We live our values, respecting the rights of our people, communities and donors.
- We conduct thorough needs assessments and develop evidence based programs.

## COLLABORATION

## WE ARE STRONGER TOGETHER



- Deeply respect the strengths of those we work with.
- Partner with others to achieve more.
- Embrace diversity and have fun.

### What we are doing?

- We take time to get to know each other to drive strong outcomes.
- We attract highly experienced talent and value their contribution to the organization.
- The relationships we build with our partners are mutually beneficial, and we take an integrated approach to knowledge sharing.
- Our people have the opportunity to work on multi-disciplinary projects, because we believe that diversity leads to higher performance.

## EMPOWERMENT

## WE MAKE A DIFFERENCE



- Enable people to take action themselves.
- Listen, learn and share information.
- Strengthen capacity for the long term.

### What we are doing?

- We provide learning opportunities to enable staff to make a difference.
- Our people are encouraged to be curious, bringing new perspectives, innovation and thought leadership to their work.
- Our people mirror the diversity of the communities we work in.

## ACTION

## WE FOCUS ON RESULTS



- Seek smarter ways to have greater impact.
- Take bold, considered risks to achieve our VISION faster.
- Lead in advocacy, innovation and research.

### What we are doing?

- We recognize and celebrate achievement.
- We challenge the status quo and aim for positive change to achieve our vision.
- Career progression is based on performance, not tenure.
- We have a strong and fair annual performance review process.
- We take a rigorous approach to the monitoring and evaluation of our programs.