



CLIMATE AND  
HEALTH  
ALLIANCE

## Position Description

Position Title: Program Manager, Sustainable Healthcare

Salary: \$98,000 per annum pro rata

Term: Temporary 9 month contract (parental leave replacement) beginning approx 14 March 2022. Part-time (0.6 FTE)

Location: Melbourne CBD or online

Position reports to: CEO

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### ABOUT THE ROLE

The purpose of this role is to lead work relating to CAHA's core strategy of "Supporting the health sector to cut emissions and build climate health resilience and reduce its ecological footprint".

This involves coordinating the Global Green and Healthy Hospitals network in the Pacific region (Australia and New Zealand), delivering specific sustainable healthcare projects, and supporting the healthcare sector in Australia and New Zealand to implement sustainable, low-carbon and climate resilient healthcare.

The position is based in Melbourne or remotely online and is a 0.6 FTE at the rate of annual salary package of \$98,000 pro-rata.

### ABOUT CLIMATE AND HEALTH ALLIANCE

Climate and Health Alliance (CAHA) is the national peak body on climate change and health in Australia. A coalition of more than 60 health groups, representing more than 500,000 health and medical professionals, CAHA's mission is to build a powerful health sector movement for climate action and sustainable healthcare.

Our vision is for the health sector to play a leading role in restoring a safe climate, and an ecologically sustainable, just and healthy world.

## OUR CORE STRATEGIES ARE TO:

1. Activate health professionals as powerful advocates for change
2. Build public support by communicating climate health impacts
3. Advocate for national and global action on the climate health emergency
4. Support the health sector to cut emissions and build climate health resilience
5. Position CAHA as the leading national climate and health peak body in Australia

CAHA is an incorporated association and registered charity based in Melbourne with national operations and international partnerships.

## KEY RESPONSIBILITIES

The Sustainable Healthcare Program Manager is responsible for:

- fostering an engaged community of practice for sustainable healthcare in the Pacific region (Australia and New Zealand), primarily through facilitating the Pacific region of the Global Green and Healthy Hospitals network
- supporting GGHH Pacific region members to engage with GGHH resources and programs;
- supporting GGHH Pacific region members to implement sustainable, low-carbon and climate resilient healthcare;
- expanding membership in the GGHH network in the Pacific region;
- working with the GGHH global team on annual program plans and strategic planning
- encouraging and supporting the healthcare sector in Australia and New Zealand to take action in key target areas (e.g. Climate-smart healthcare, procurement);
- delivering specific sustainable healthcare projects;
- managing, implementing, evaluating and reporting on CAHA's Sustainable Healthcare Program work plan

The position will also be required to contribute to fundraising and organisational growth by:

Identifying potential funding sources (grants, philanthropy, government)  
 Contributing to fundraising to support this role through proposal development and grant writing

Key projects, objectives and performance indicators are outlined in the Sustainable Healthcare workplan and CAHA Annual Plan.

## **YOUR KNOWLEDGE, EXPERIENCE AND SKILLS**

Essential:

- A relevant degree or combination of relevant experience and education/training
- Direct experience working in the health / hospital sector
- Excellent interpersonal skills, demonstrated ability to liaise with a wide range of people
- Experience in developing and implementing sustainability initiatives in healthcare
- Highly self motivated with proven ability to work independently and as part of a team
- Excellent written and oral communication skills
- Demonstrated ability to manage and implement projects, undertake multiple tasks and meet tight deadlines
- Commitment to engaging the health sector in the effort to tackle climate change

Desirable:

- Degree or postgraduate qualifications in a health discipline
- Sound knowledge of environmental determinants of health

## **REPORTING AND RELATIONSHIPS**

This role is required to:

- Prepare mid-year and end of year reports for grantors;
- Inform quarterly board reports;
- Contribute to CAHA's annual report;
- Work collaboratively with CAHA staff, volunteers and the GGHH coordination team
- Support GGHH Pacific region members to achieve their sustainable healthcare goals

## **HOW TO APPLY**

Apply now by submitting your CV and a one page cover letter outlining your ability to deliver on the key responsibilities of the role via the form below. Applications are due by 11.59pm 13 February 2022.

Any questions, contact CAHA Sustainable Healthcare Program Manager Carol Behne [carol.behne@caha.org.au](mailto:carol.behne@caha.org.au)