



Candidate Information

Chief Executive Officer



**Timboon
and District
Healthcare
Service**





About Timboon and District Healthcare Service

Timboon and District Healthcare Service (TDHS) is a Multi-Purpose Service (MPS) which allows us to provide a broad mix of services via a flexible service model. This ensures that TDHS can best meet the health needs of community members throughout their lives. TDHS facilities incorporate 4 residential aged care beds, 10 acute care beds, an Urgent Care Centre, GP Practice, radiology, theatre suite and community services that provide:

- Medical services including specialist clinics, visiting medical officers, rehabilitation/enablement, minor surgical procedures, and urgent care;
- Residential aged care services;
- Community Health services including district nursing, home care, home maintenance, continence services, diabetes education, women's health services, antenatal and postnatal care, and health promotion;
- Dental services;
- Allied Health services including physiotherapy, exercise physiology, dietetics, speech pathology, podiatry, occupational therapy, guided exercise, audiology, and radiology;
- Acute Inpatient Care.

In April 2021 TDHS fully acquired the Timboon Clinic which is located opposite the healthcare service and we contract General Practitioners as Visiting Medical Officers

The Timboon Clinic is dedicated to providing our community with a personalised, professional and qualitative healthcare service. We aim to ensure our consumers receive the best possible treatment options available, delivered by a dedicated team of doctors, practice nurses and friendly administrative staff.

Our Vision:

A healthy and well community

TDHS embraces the following iCARE values:

- Integrity
- Compassion
- Accountability
- Respect
- Excellence

Our Catchment Area

The Timboon and District Healthcare Service (TDHS) catchment stretches from Cobden in the north to the Great Ocean Road coastline, encompassing the towns of Timboon, Cobden, Nullawarre, Peterborough, Port Campbell, Princetown, Simpson, and the tourism sites of the Twelve Apostles.

It is home to approximately 8,000 residents engaged in a wide range of employment, including primary industries, particularly the dairy industry and tourism. In addition, around 2.5 million tourists visit the Twelve Apostles and Port Campbell each year.



Our Services

Timboon and District Healthcare Service (TDHS) continues to engage in local and regional partnerships and service delivery, to provide a broad range of health services that reflect the needs of our community.

ACUTE INPATIENT

Our experienced and highly skilled professional team provide high-quality acute care services across our 14 flexible inpatient beds. With a flexible bed arrangement we can support people with acute illness, chronic disease, rehabilitative and palliative care needs.

AGED AND RESIDENTIAL CARE

We deliver residential aged care services at our facility in Timboon. Our aged care facility comprises of 4 permanent beds where members of the community, unable to remain in their homes due to health or mobility issues, can receive 24-hour professional care. Our Multi-Purpose Service model provides TDHS with the flexibility to support Aged Care needs.

COMMUNITY AND ALLIED HEALTH

We offer a broad range of community and allied health services to meet the needs of our community. We work with a broad range of partners to deliver diverse services, including:

- Aboriginal Liaison Officer
- Audiology (private)
- Community Health Nurse
- Community Transport
- Continence Nurse
- Diabetes Education
- Dietetics
- District Nursing
- Exercise Classes
- Exercise Physiologist
- Immunisation Clinic
- Maternal Health (provided by Corangamite Shire)
- Occupational Therapy
- Physiotherapy
- Podiatry (private)
- Women's Health

HOME SUPPORT PROGRAM

Our dedicated home support care team work across a range of services to enable people to remain independent and safe in their homes for as long as possible. These services are funded through a variety of programs and support younger people with a disability, those over 65 and Aboriginal and Torres Strait Islander people who are over 50. Our home support services include:

- Community Transport
- District Nursing
- Domestic Assistance
- Home Maintenance
- In-home Respite Care
- Meals on Wheels
- Personal Care
- Social Support Group

NATIONAL DISABILITY INSURANCE SCHEME (NDIS)

We offer specific care services to those with a disability who are registered with the NDIS. Our NDIS services ensure individualised support for people with disability, their families and carers.

PALLIATIVE CARE

Our palliative care services support those living with and dying from a terminal condition. This support can be provided at home or within the health service. Our compassionate and skilled staff ensure a team approach to palliative care that supports the individual, their carers, family and friends. TDHS has well-developed networks to assist with ensuring a quality end of life experience, closer to home.



Living in the South West

Situated near the Great Ocean Road, Timboon is surrounded by lush rural landscapes and close to breath-taking ocean views.

Set amongst natural bushland and lush pastures, Timboon and the surrounding district is widely known as a regional artisan hub and is home to the Timboon-Camperdown Rail Trail, great surfing spots and beaches, while the regional city of Warrnambool is only 50 km away.

Timboon has a moderate climate with an average maximum summer temperature of 22°C, while the average winter maximum is 14°C.

About Timboon

The town has a number of small businesses including an IGA Supermarket, post office, chemist, newsagent, clothing stores, a bakery, hairdresser, a National Australia bank, a butcher, a number of cafes and a laundromat.

There are also a few local farming-related businesses that provide the local farmers with their services. Timboon Fine Ice-Cream has been operating since 1999 and has recently opened a visitor centre in the centre of town, it is very popular.

Timboon Farmhouse Cheese, a locally established family business, has developed a range of specialist cheese products.

The former railway station goods shed houses a whisky distillery under the name Timboon Railway Shed Distillery. The former station site also marks one end of the Camperdown-Timboon Rail Trail.



About The Role

The Chief Executive Officer leads TDHS to achieve its strategic objectives through strong governance, financial stewardship, workforce leadership and community engagement. The CEO drives a values-based culture that delivers safe, person-centred care, builds organisational capability and ensures the long-term sustainability and responsiveness of the health service.

The primary purpose of the CEO's role is to ensure:

- All TDHS operations are at contemporary standards.
- All clinical services are provided safely and through up-to-date evidence-based practices.
- All required accreditation and other legislative/compliance standards are met.
- The organisation supports, promotes and achieves its strategic directions.
- Responsibility for the organisation's fiscal performance
- Strategies, processes systems and metrics are in place to build future capability of the organisation to meet changing community needs.
- Compliance with:
 - o Legislative obligations
 - o Government and Ministerial directions
 - o Secretary, Department of Health directives, instructions and policies.

The role has responsibility for:

1. Providing integrated health and wellbeing services – Leading and facilitating best practice outcomes for safe, quality patient centred care that is financially viable.
2. Contribute to the development of a Connected Community – Collaborate and build relationships for effective communication within and across the region to ensure that TDHS is engaged, contemporary and has all the appropriate resources to meet current and future needs.
3. Maintain and enhance our workforce – Lead and develop organisational systems to maintain and support an effective, skilled, engaged and motivated workforce. Ensure contemporary care and development for future workforce needs.
4. Strengthen Organisation Leadership Leading the organisation to create a values based culture which builds trust and commitment among staff, working together towards clinical excellence.



Key Selection Criteria

Qualifications

1. Advanced relevant tertiary degree with post graduate qualifications in a clinical field, health administration, business or quality management.

Experience

1. Executive level experience in leading and managing within a complex health service.
2. Demonstrated strong, values driven leadership skills, with a commitment to working collaboratively to achieve agreed vision and objectives utilising evidence-based quality approach.
3. Demonstrated ability to effectively lead and manage in an environment of significant organisational and industry change. Strong ability to create a vision for the future and to engage with and inspire stakeholders (Staff, Board of Directors & Community).
4. Sound understanding of corporate and clinical governance and experience working effectively with a Board of Directors.
5. Evidence of highly developed interpersonal, communication and negotiation skills with experience in developing and maintaining collaborative partnerships and stakeholder relationships both internal & external (including other levels of government, service providers, staff and community).
6. Demonstrated ability to balance the needs of a commercially viable health service with the expectations and requirements of the local community.
7. Sound knowledge of current trends affecting health and community services in Victoria and Australia, and in particular, current developments in acute, aged care and primary care.
8. Demonstrated sound knowledge of human resource management issues and extensive experience in effectively managing employees.
9. Strong financial management, business skills and strategic planning acumen, with demonstrated experience in effective risk management plus a thorough understanding of Commonwealth and State funding.
10. Evidence of ability to recognise and act upon development and growth opportunities for the organisation, with demonstrated ability to strategically scope, analyse and assess and mitigate risk, with experience in accessing traditional and non-traditional funding sources.
11. Demonstrated understanding of the MPS concept within the Victorian Public Health Sector.



Guidance for Candidates

The following capabilities will be prioritised throughout the recruitment and assessment process.

1. Financial, Governance and Risk Leadership

Demonstrated ability to:

- Lead financially sustainable organisations.
- Work effectively with Boards and governing bodies.
- Operate within government funding and accountability frameworks.
- Maintain robust governance, compliance and risk management systems.

2. Workforce and Culture Leadership

Demonstrated ability to:

- Build engaged and high-performing teams.
- Lead workforce development and succession planning.
- Foster diversity, inclusion and workforce wellbeing.
- Create a culture of continuous learning and improvement.

3. Strategic Leadership

Demonstrated ability to:

- Develop and communicate a compelling vision.
- Lead organisational change and transformation.
- Identify opportunities for innovation and growth.
- Position organisations for long-term sustainability and success.

4. Health Service Leadership

Demonstrated understanding of:

- Contemporary healthcare delivery models.
- Rural and regional health service environments.
- Integrated care across acute, aged care, community and wellbeing services.
- Consumer partnership and person-centred approaches to care.

5. Community, Partnership and Influence

Demonstrated ability to:

- Build trusted and productive relationships.
- Engage effectively with government, community and sector stakeholders.
- Develop strategic partnerships and collaborative networks.
- Represent and advocate for the organisation with credibility and influence.

6. Values Based Leadership

Demonstrated ability to:

- Lead with integrity, compassion, accountability, respect and excellence.
- Build trust and foster collaboration.
- Create a positive and inclusive organisational culture
- Inspire commitment to organisational purpose and community outcomes.

Remuneration

The role is Full Time.

A three (3) year contract with a competitive remuneration package dependent on experience and qualifications will be negotiated with the successful applicant. The remuneration package will be based on the Health Executive Employment and Remuneration (HEER) Policy (v2.0). Annual Remuneration Statement for Victorian Public Health Sector Executives – April 7th 2026. TDHS is a Group 4 entity under the current HEER policy.

The TRP is inclusive of:

- Base Salary
- Superannuation

Other benefits

- Salary packaging
- Relocation support

How to Apply

Applications should include a:

- Covering Letter
- Current CV
- Statement addressing the Position Requirements and Key Selection Criteria; and
- Completed Application Form (available on the HRS web site).

Applications can be lodged online via the HRS web site or by email at:
hrsa@hrsa.com.au

Applications Close: 26 July 2026

Further Information

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**The kind of
expertise that
only comes
from years of
experience.**

