

Position Description

Position title	Program Implementation Lead – Mental Health, Suicide Prevention and Alcohol and Other Drugs
Status	Fixed term Full-time to 30 June 2028
Location	Eight Mile Plains
ABOUT PRIMARY HEALTH NETWORKS (PHNS) AND BRISBANE SOUTH PHN	
Brisbane South PHN is one of 31 regional Primary Health Networks (PHNs) established nationally by the Australian Government to help deliver an efficient and effective primary health care system for the people of Australia. We work with health professionals and communities to understand our region's health and wellbeing needs, and commission services that respond to those needs. By investing in person-centred, place-based models of care, we deliver results for the people and communities in our region and support broader health system reform. As a local agent of system change for the people in our region, we're committed to: • deeply understanding the health needs and service gaps in our region • commissioning safe, equitable health services in response to people's needs • improving health literacy and access to health services in our communities • supporting health professionals and workers in the primary health system • partnering to deliver better health outcomes and experiences of care for people in our region. Our vision is 'healthy thriving communities'. Our values are Respect, Courage, Integrity, Equity, Collaboration, and Excellence shaping the way we work with our stakeholders and with each other. Our purpose is partnering with care providers and communities to strengthen health and wellbeing, especially for those with the greatest need.	
POSITION OBJECTIVE	
The objectives of this position are to: 1. Lead the planning, implementation, monitoring and support evaluation activities of new and existing Mental Health, Suicide Prevention and Alcohol and Other Drug initiatives that meet the Brisbane South Region priorities, through effective implementation planning, stakeholder engagement, contract management and data-informed continuous improvement. 2. Build and maintain effective partnerships with internal and external stakeholders including community organisations, general practice, hospital and health services, local government, peak bodies and other key stakeholders to support the planning, implementation, monitoring and evaluation of Mental Health, Suicide Prevention and Alcohol and Other Drugs initiatives. 3. Ensure activities contribute to the achievement of program goals and support the realisation of the Brisbane South PHN strategic vision for improved health and wellbeing in the region.	
REPORTING RELATIONSHIPS	
Reporting to	This position reports to the Senior Program Development Coordinator – Mental Health, Suicide Prevention and Alcohol and Other Drugs
Direct reports	Nil
Indirect reports (Team size)	Nil

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KEY RELATIONSHIPS	
External	Department of Health, Disability and Ageing, Queensland Health, Metro South Health, Mental Health providers and peak bodies, Alcohol and Other Drug providers and peak bodies, Primary Care stakeholders including General Practice, Other Primary Health Networks, people with Lived-Living Experience
Internal	All Brisbane South PHN teams
Delegation Authority	As assigned by the Brisbane South PHN Delegation of Authority Policy
KEY RESPONSIBILITIES	
Program Implementation and Coordination - Lead the planning, implementation and ongoing coordination of Mental Health, Suicide Prevention and Alcohol and Other Drug initiatives in line with Brisbane South PHN strategic priorities. - Develop and monitor implementation plans, project schedules, risks and deliverables to ensure initiatives are delivered on time and achieve intended outcomes. - Support the establishment and implementation of new commissioned services by working collaboratively with commissioned providers, general practice and other stakeholders to implement new service models, reporting requirements and operational processes. - Identify implementation barriers and work collaboratively with stakeholders to develop practical solutions. - Support procurement, commissioning and contract establishment and ongoing monitoring processes. - Contribute to evaluation activities by supporting the collection and interpretation of implementation and outcome data and working with external evaluation teams. Stakeholder and Community Engagement - Develop and maintain productive relationships with commissioned providers, general practice, Hospital and Health Services, community organisations, local government, peak bodies and other key stakeholders. - Facilitate collaboration across the primary care, community and hospital sectors to strengthen integrated and person-centred models of care. - Coordinate and facilitate meetings, workshops, communities of practice and other stakeholder engagement activities. - Represent Brisbane South PHN at internal and external meetings, forums and working groups. Contract Management, Performance and Evaluation - Manage a portfolio of commissioned services, including monitoring contractual compliance, performance, deliverables and reporting requirements, while supporting providers to implement improvements. - Support service planning, contract variations and implementation activities, monitoring risks, issues and opportunities to support successful program delivery - Work collaboratively with commissioned providers and internal teams to strengthen data quality, reporting and performance monitoring, promoting the use of data to drive continuous improvement. - Monitor, analyse and report on program performance, implementation progress and key performance indicators, preparing high-quality reports, briefings and presentations for internal and external stakeholders. - Support program monitoring and evaluation through the collection, analysis and interpretation of qualitative and quantitative data to inform service planning, evaluation and continuous improvement. General - Perform other duties consistent with the position where required and/or requested by management - Complete mandatory and other training as required. - Adhere to all organisational policies and procedures, including all workplace health and safety measures.	

Position Description

KEY SELECTION CRITERIA

Essential

- A tertiary qualification in a Public Health/Social Work/Human Services/Health or other related discipline.
- Demonstrated experience in project management, including planning, implementation, and evaluation of initiatives.
- Strong understanding and demonstrated experience in contemporary policy, commissioning and service delivery within the Mental Health, Suicide Prevention and Alcohol and Other Drug sectors.
- Proven experience in service design and planning, implementation and monitoring, including managing projects with a diverse range of stakeholders.
- Demonstrated ability to manage complex and numerous tasks to meet deadlines in a high demand work environment using well developed project management skills.
- Demonstrated analytical and problem-solving skills, with a focus on using qualitative and quantitative data to drive decision making.
- Significant experience in effective stakeholder engagement and relationship development with service sector partners.
- Highly developed facilitation, interpersonal, communication and negotiation/influencing skills and the capacity to build and maintain relationships with a variety of stakeholders.
- Demonstrated understanding of contemporary evidence-based approaches to mental health, suicide prevention, and integrated care, including concepts of change management and service co-design.
- Knowledge and understanding of person-centred care and the role of consumers in the planning, design, delivery and evaluation of health services.
- Current driver's licence
- Blue Card
- National Police Check

Desirable

- Experience working in or with primary health, community services or government-funded programs.
- Experience engaging with general practice and supporting implementation of primary care initiatives.
- Familiarity with co-design or community engagement approaches.
- Ability to work independently and collaboratively as part of a cross-functional team.

Core Capabilities

The Brisbane South PHN Capability Framework defines the core capabilities including knowledge, skills and behaviours required for all employees to perform their role and ultimately for Brisbane South PHN to deliver on its strategic objectives.

This position is classified as Band Level 3

Manager's Signature		Date
Manager's Name		
Employee's Signature		Date
Employee's Name		