

GOVERNANCE AND REGULATORY LEAD

SEPTEMBER 2026

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POSITION SUMMARY

Location:	Hybrid work – Vic, WA, QLD, NSW		
Functional area:	Orygen Digital		
Classification/ Salary:	\$150,000 – \$160,000 pro rata commensurate with skills and experience + 12% super + access to \$15,900 NFP salary packaging		
Reports to:	Orygen Digital, General Manager		
Employment type:	0.8-1.0		
Orygen Job Level	5		
Employment length:	12 month contract, with potential to extend		
Direct reports	2	Indirect reports	No

POSITION PURPOSE STATEMENT

The Governance & Regulatory Lead provides strategic leadership for divisional governance, regulatory compliance and continuous improvement across the division. The role partners with stream and squad leaders to embed governance, quality and regulatory thinking into planning, prioritisation and delivery.

The role is accountable for the governance frameworks, assurance processes and regulatory systems that enable safe, high-quality and compliant service delivery while supporting innovation and maintaining public trust. Governance accountability for individual products and services remains with stream and squad leaders, with this role providing strategic oversight, divisional assurance and governance capability across the division.

About Orygen Digital and MOST

Orygen Digital is the technology division of Orygen. Our mission is to revolutionise the youth mental health system globally by integrating the best of technology, research, clinical expertise, and innovation. We are a national, high-impact, fast-growing team working at the intersection of emerging technologies and youth mental health services. Together, we're developing cutting-edge digital solutions that support young people and their families with accessible, effective, and scalable care. Orygen Digital's flagship digital mental health service – MOST – is available nationally, with support from a range of state and Primary Health Network funding agencies, and the Federal Government.

REVOLUTION IN MIND

POSITION FOCUS

Key responsibility area	Percentage
Governance Systems, Regulatory Oversight & Assurance	45%
Accreditation, Risk & Continuous Improvement	35%
Governance Capability & Cross-Stream Leadership	20%

POSITION KEY RESPONSIBILITY AREAS

1. Governance Systems, Regulatory Oversight & Assurance - Develop, implement and continuously evolve the division's governance framework to support safe, high-quality digital mental health services. - Partner with stream and squad leaders to embed governance, regulatory and quality considerations into planning, prioritisation and delivery. - Provide strategic oversight of regulatory obligations, including accreditation, MOST registration and legislative compliance. - Maintain divisional assurance across governance, quality, regulatory compliance and enterprise risk. - Ensure governance systems enable autonomous squads while maintaining appropriate divisional oversight. - Provide governance advice to the Leadership Team to support strategic decision-making.
2. Accreditation, Risk & Continuous Improvement - Lead the division's accreditation strategy, ensuring continuous readiness rather than periodic preparation. - Coordinate divisional responses to external reviews, audits and accreditation activities. - Oversee governance systems supporting TGA compliance and evolving regulatory obligations. - Champion a Just Culture approach that promotes learning, transparency and psychological safety. - Ensure incidents, complaints, audits and near misses generate meaningful divisional learning across streams. - Monitor governance performance through assurance activities and report divisional risks and trends.
3. Governance Capability & Cross-Stream Leadership - Build governance capability across streams and squads through coaching, frameworks and practical support. - Develop governance tools and decision support that enable squads to confidently manage governance responsibilities. - Partner with stream and squad leaders to identify emerging governance risks and opportunities. - Foster collaboration across clinical, product, engineering and operational disciplines. - Lead division-wide initiatives that improve governance maturity, regulatory capability and continuous improvement.

EDUCATION / QUALIFICATIONS

Essential	- Tertiary qualification in a relevant discipline such as health, psychology, nursing, allied health, health service management, law, public policy or a related field. - Relevant postgraduate qualification or equivalent experience in governance, quality, regulation, health service management or leadership.
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Desirable	• Qualifications or formal training in governance, quality improvement, risk management, auditing or regulatory affairs. • Registration with AHPRA or another relevant professional body. • Lead Auditor or accreditation assessor qualifications.
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EXPERIENCE / SKILLS

Experience / skills	Governance and Regulatory Leadership • Significant experience leading governance, quality or regulatory functions within a healthcare, digital health or similarly regulated environment. • Experience developing divisional governance frameworks and assurance systems. • Demonstrated experience leading accreditation, regulatory or external assurance activities. • Strong understanding of healthcare regulatory obligations and contemporary governance principles. Strategic Leadership • Experience leading divisional change and influencing across multidisciplinary environments. • Demonstrated ability to work strategically across multiple streams and priorities. • Experience providing advice to executive leaders and governance committees. • Strong stakeholder engagement and influencing skills without relying on formal authority. Continuous Improvement • Experience embedding continuous improvement and divisional learning systems. • Demonstrated ability to translate regulatory requirements into practical, scalable governance processes. • Experience using data, incidents, audits and assurance activities to inform divisional improvement. Communication • Excellent written communication, including Board and Executive reporting. • Ability to communicate complex governance and regulatory concepts in a practical, accessible way.
Personal attributes	• Strategic and systems thinker – able to identify divisional patterns, anticipate emerging risks and design governance that enables sustainable improvement. • Collaborative and influential – builds trusted relationships across streams and squads, leading through influence rather than authority. • Curious and improvement-focused – continually seeks opportunities to strengthen governance, quality and divisional learning. • Pragmatic and solutions-oriented – balances regulatory requirements with agility, enabling innovation without unnecessary process. • Credible and accountable – demonstrates sound judgement, integrity and confidence when navigating complex or ambiguous issues. • Calm and resilient – provides considered leadership during incidents, regulatory challenges and divisional change. • Champions a Just Culture – fosters psychological safety, transparency and learning, supporting teams to improve through reflection rather than blame.

KEY RELATIONSHIPS

Internal	• General Manager • Leadership team • Governance Platform • Stream Leads • Squad Leads
External	• Accreditation agencies and external assessors • Therapeutic Goods Administration (TGA) • Government departments and funding bodies • External auditors • Regulatory, legal and privacy advisors • Clinical governance and digital health networks

SPECIAL REQUIREMENTS

• Unrestricted right to live and work in Australia • A current National Police Check will be required. • Any offer of employment is conditional upon receipt and maintenance of a satisfactory Working with Children Check. • All Orygen employees are required to familiarise themselves with the division's policies and procedures and to always adhere to them. • This position may need to be based at home during certain periods. As such a reliable internet connection will be required. • You may be required to work across more than one of Orygen's sites within your state or interstate. • Orygen Digital works as part of a cross-functional, product-enabled team—bringing together diverse expertise from design, engineering, research, peer, content development, data analysis and youth perspectives. You will also be expected to collaborate in an agile way for Business As Usual (BAU) work, iterating quickly to develop, test, and refine community features that best support young people's needs.
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SAFETY, HEALTH AND WELLBEING RESPONSIBILITIES

Employees are required to comply with all workplace health, safety and wellbeing policies and procedures of Orygen. In addition, employees are expected to: • Promote and demonstrate Orygen's high standards in relation to health, safety and wellbeing, championing a culture of safety in the workplace. • Take responsibility for their own safety, health and wellbeing and for their colleagues and others they work alongside, as far as they are able. • Follow policies, training and guidelines related to Workplace health, safety and wellbeing, including reporting of unsafe work practices, incidents, hazards and near miss events. • Be committed to promoting and protecting the safety and well-being of all children and young people and embedding safeguarding practices into all our programs and services. • You may encounter sensitive information related to mental health as part of your work. Being aware of this and how it could affect you and planning accordingly is essential.

ACKNOWLEDGEMENT

Confirming this position description has been read and understood by:

Name	[insert name]
Signature	[insert signature]

Date	[insert date]
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