



APPLICANT PACK

Deputy CEO – Regional Manager

Women's Health & Wellbeing
Barwon South West



CONTACT

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Message from the Chair

Welcome to Women's Health and Wellbeing Barwon South West.

I'm excited to introduce you to our organisation's purpose and vision and invite you to join us.

At Women's Health and Wellbeing Barwon South West, we're a small but mighty not-for-profit, focused on promoting health and preventing disease. Our vision is to ensure all women are healthy, safe and can access all of life's opportunities.

Through our work, we strive to translate evidence into practice and utilise best-practice health promotion strategies to improve the lives of women and girls in our community. We collaborate, equipping others with skills and tools for evidence-based action. We also address social and economic determinants of health, working towards social, economic, and political equity between men and women.

We understand that different groups of women face unequal layers of discrimination and disadvantage that intersect. That is why we are committed to advocating for women's rights and providing support and resources to empower all women.

The Barwon South West region's diversity, from farming to coastal areas, offers a myriad of opportunities for impactful outreach, spanning Geelong to the South Australian border, including Warrnambool and Colac.

We now have an incredible opportunity for you to join us as Regional Manager /Deputy CEO.

If you're driven to make a difference, believe in health promotion, and are ready to join a dynamic team, please apply. We embrace diversity and inclusivity for positive change. Thank you for considering Women's Health and Wellbeing Barwon South West.

Warm Regards,

Jo McBain

Chair, Women's Health and Wellbeing Barwon South West

[Watch this inspirational message](#) from the past Chair of the Board, Dr Laura Alston.

Dr Alston talks about the vision and work of our organisation to create a region where women and girls are healthy, safe and can access all of life's opportunities.

Jo McBain
Chair



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We respectfully acknowledge the Traditional Owners, the Gunditjmara People, the Eastern Marr People and the Wadawurrung People as the custodians of the land and waters, on which we work, live and play. We pay respects to the broader First Nations community and to Elders, past, present and emerging and acknowledge their continuing culture and contribution to the life of the region.

Artist: Sherry Johnstone
Artwork Title: Coleraine Country 16



The Role

Women’s Health and Wellbeing Barwon South West Inc (WHWBSW) is an independent, not-for-profit, feminist organisation committed to gender equality and health promotion that strives to improve women’s lives. It works alongside nine regional and metropolitan sister organisations in Victoria that are committed to advocating and creating change in women’s health.

The organisation is seeking a Deputy CEO – Regional Manager to join the team and support the newly instated CEO, providing high-level management and support in strategic and workforce planning.

The ideal applicant will be a subject matter expert in women’s health and wellbeing with experience in the public health sector.



Key Responsibilities

Strategic Plan Development and Implementation

The Deputy CEO – Regional Manager will play a crucial role in the development and implementation of annual integrated health plans and workforce capacity plans, ensuring alignment with the organisation’s strategic plan objectives and outcomes. These will also be required to be integrated into the Respect 2040 plan, ensuring a cohesive approach towards long-term goals.

Leadership Capability

The ideal incumbent will have strong leadership and people management skills, with a proven track record of leading, organising and coordinating teams. The Deputy CEO – Regional Manager will be proficient in conducting performance reviews, overseeing management processes and creating effective development plans to ensure continuous growth and improvement within the organisation.

High-Level Communication Skills

The Deputy CEO – Regional Manager will have high-level written and verbal communication skills with an ability to engage with both internal and external stakeholders with confidence. The incumbent will be capable in articulating complex information clearly and concisely.

Relationship Development

A key responsibility is the requirement to develop strategic relationships with various stakeholders, ensuring strong communication and collaboration. The Deputy CEO – Regional Manager will identify and cultivate relationships that will aid in the advancement of the organisation’s objectives and goals.

Analysis and Evaluation

As part of implementing plans, particularly integrated health and gender-equity training, the Deputy CEO-Regional Manager will conduct analysis and evaluation of evidence-based results and statistics. This is vital in providing stakeholders with support in gender equity plans, gender pay equity promotion and in securing evidence to secure government funding.



Key Projects

The Deputy CEO-Regional Manager will be key in the development, implementation and bi-annual reviews of integrated health plans and workforce capacity plans.

Challenges & Opportunities

- The Deputy CEO-Regional Manager will be challenged with gaining a comprehensive understanding of the women's health sector and the organisation's purpose, while continuously balancing and displaying WHWBSW values both internally and externally.
- The role presents the opportunity for a women's health subject matter expert to take the next step of their career into a leadership position.
- There is an opportunity for the incumbent to build significant, diverse networks within the Barwon South West Region.
- The role presents an opportunity to work directly with the CEO to build a positive culture and develop strengths within the organisation.

Stakeholder Engagement

- High-level internal staff engagement
- Significant engagement with the organisation's external partners such as health agencies, local government, defined entities under legislation, women's health networks and sister networks across Victoria, and government departments.



The CEO

The new CEO of WHWBSW brings a collaborative partnership approach to leadership, viewing herself as a member of the team and working inclusively with all members. Instead of being the sole source of ideas, she fosters an environment where innovative thoughts are encouraged, recognised and implemented by an active and dynamic team; she envisions the Deputy CEO as a “right-hand person”, keen to collaborate and build the team together.

The Culture

WHWBSW recently underwent a considerable transformation. This transition demonstrated the resilience of the organisation and its existing staff, the working ambience has proven to be nurturing, empowering and supportive. The organisation takes great pride in fostering a sense of inclusivity and belonging amongst all staff members. These individuals are committed to delivering meaningful work that aligns with and promotes the organisation's values, both internally and externally.

Direct Reports

4 direct reports.

- Senior Advisor Planning and Evaluation
- Team Leader Gender Equity
- Team Leader Sexual and Reproductive Health
- Team Leader Prevention of Violence Against Women



Qualifications, Skills & Attributes

- Tertiary qualifications in business, management, public policy, public health, or related fields and significant health promotion experience.
- An advanced level of technical knowledge in the women's health sector.
- Strategic mindset
- Flexibility, adaptability and situational awareness.
- Have values that align with the organisation and a high level of integrity.
- Highly organised and ability to work in a fast-paced environment.
- A systems thinker with structure and process.



Salary Package Information

Upon joining Women's Health & Wellbeing Barwon South West as an employee, you'll find yourself embraced by a supportive and thriving environment, surrounded by an experienced and dedicated team. You'll become an integral part of an organisation that places women at the core of its mission, values and welcomes individuals from all walks of life, upholds principles of integrity and honesty, and fosters collaborative efforts while equipping others with the necessary skills and tools to excel.

The employee benefits for this role include:

- Remuneration package of \$130 000 - \$135 000 pa
- 12% superannuation.
- Full private use vehicle or vehicle allowance in lieu.
- Opportunity to negotiate flexible working arrangements.
- Access to NFP salary packing arrangements.



WOMEN'S HEALTH & WELLBEING

Barwon South West



About WHWBSW

Women's Health and Wellbeing Barwon South West Inc (WHWBSW) is an independent, not-for-profit, feminist organisation committed to gender equality and great practice health promotion. In short, we strive to improve women's lives.

We strive towards an ambitious vision for change where women are healthy, safe and can access all of life's opportunities. Our work is built on a foundation of evidence and a commitment to excellence, and we lead change by shifting public discussion, translating evidence into action, and pushing for policy changes in businesses, organisations, and all levels of government. We are straight talkers, and we are brave. We assert ourselves confidently and unapologetically, knowing that occasionally we will ruffle feathers as we strive to make change for women.

[Links to Organisation Information](#)

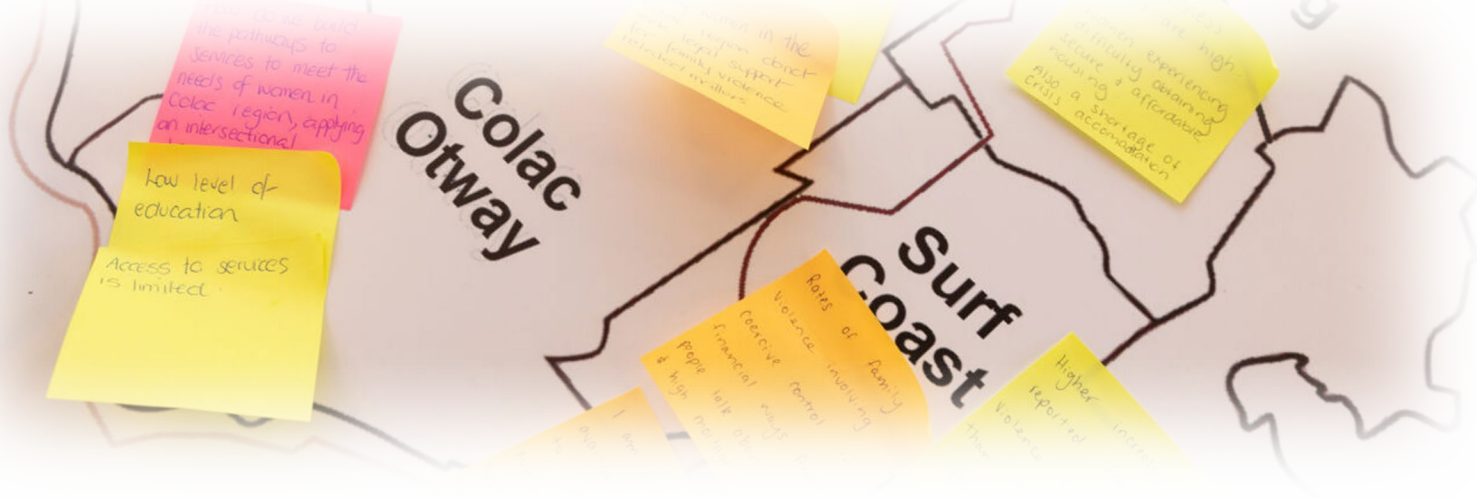


Its influence extends from Barwon to the South Australian border, encompassing nine local government areas. Established collaboratively in 2011, WHWBSW emerged as a dedicated organisation with a resolute mission to advance the women's health promotion agenda within this vibrant and diverse locale.

WHWBSW has a proven track record of excellence in health promotion, seamlessly aligning with sector expertise. The organisation receives funding from the Victorian Women's Health Program (VWHP) under the Victorian Government's Department of Health & Human Services.

Operating with a steadfast feminist framework, WHWBSW advocates unwaveringly for gender-focused health promotion. It is committed to dismantling underlying inequities that adversely affect women's health and well-being, catalysing transformative change across various systems and structures.

Acknowledging the nuanced impact of gender inequality, WHWBSW recognises that gendered barriers often intersect with other forms of disadvantage and discrimination. This is particularly true for Aboriginal women, women from culturally diverse backgrounds, rural and regional women, women with disabilities, and transgender and gender-diverse individuals, as highlighted in the 2016 Safe and Strong report.

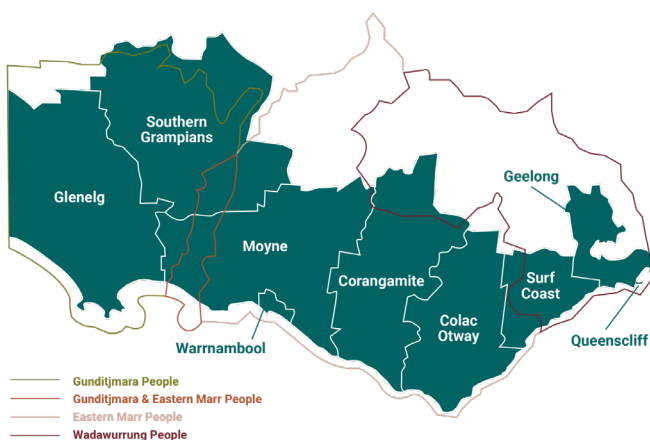


About WHWBSW cont..

At the heart of our vision and purpose which is the prevention of violence against women, WHWBSW addresses not only physical harm but also psychological, emotional, economic, and sexual violence, leveraging a feminist framework to target key drivers: acceptance of violence, gender-based power imbalances, rigid gender roles, and harmful peer relations.

WHWBSW's scope includes sexual and reproductive health, acknowledging and addressing disparities faced by women in regional and rural communities. The organisation aims to remove barriers such as limited access, high costs, lack of information, privacy concerns, and stigma, aligning with the Victorian Government's Women's Sexual and Reproductive Health Key Priorities 2017-2021.

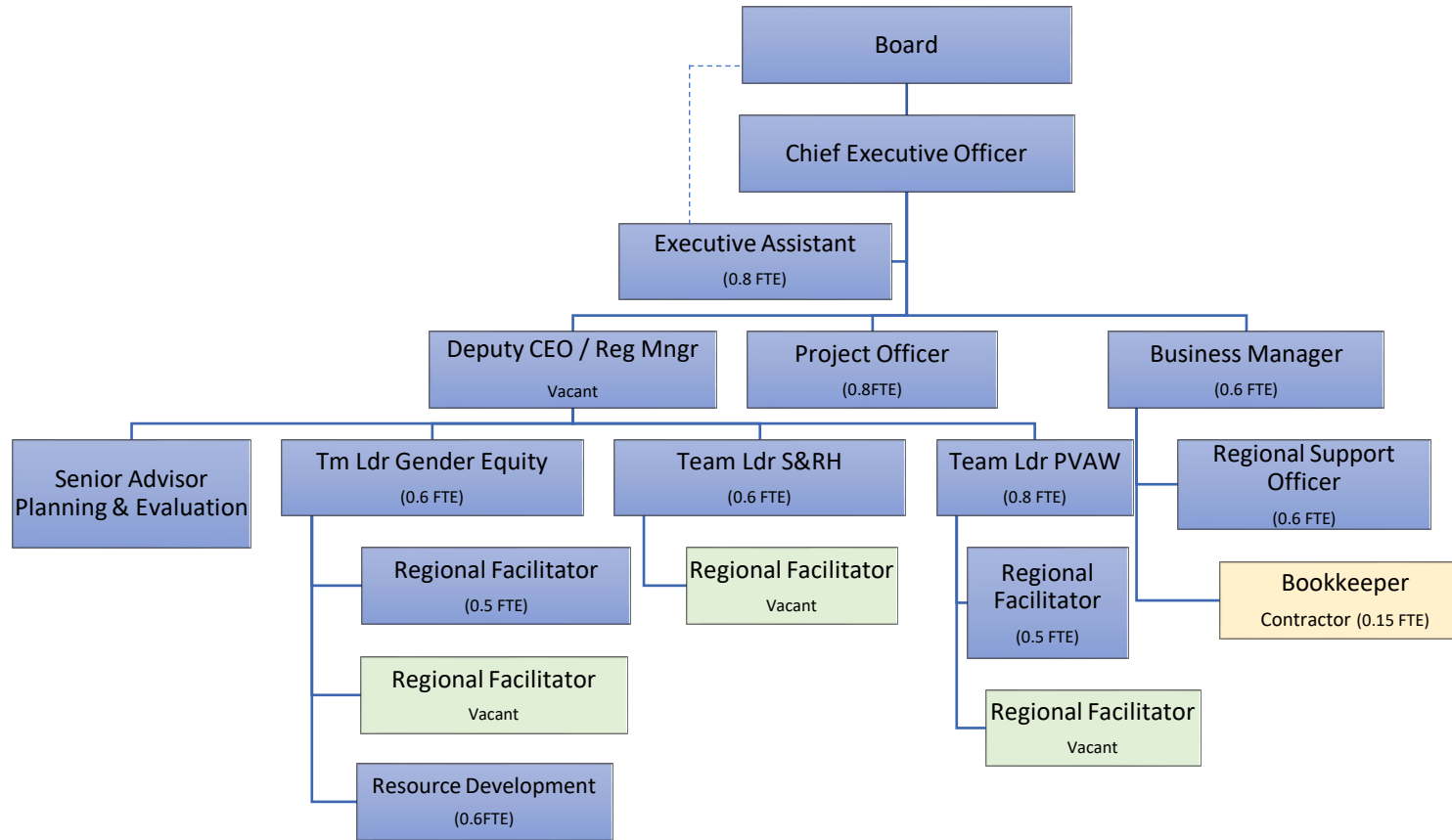
Ongoing and upcoming projects by WHWBSW are rooted in its dedication to bridge knowledge gaps and enhance accessibility to crucial services. With a holistic view of women's well-being, WHWBSW is steadfastly dedicated to creating a future where gender equity prevails, women's rights are upheld, violence is eradicated, and sexual and reproductive health is a right, not a privilege.



The region covered by the organisation includes three distinct traditional owner groups: the Gunitjmarra People, the Eastern Marr People, and the Wadawurrung People. The scope extends across nine Local Government Areas (LGAs). Specifically, within the G21 region, it encompasses the City of Greater Geelong, Borough of Queenscliff, Surf Coast and Colac Otway Shires. Meanwhile, in the Great South Coast (GSC) region, it includes the City of Warrnambool, as well as Corangamite, Moyne, Glenelg, and Southern Grampians Shires.

The estimated population of females residing in the BSW region is approximately 190,500.

Organisational Structure



Recruitment Process and Timeframes



How To Apply?

Please submit your application via the Leading Roles website.

Please upload:

- Your CV
- A covering letter addressing the criteria below



Selection Criteria

- Demonstrated subject matter expertise in women's health.
- Demonstrated experience in development and implementation of strategic plans.
- High-level written and verbal communication skills, with an ability to foster strong relationships and partnerships.
- Tertiary qualifications in business, management, public policy, public health, or related fields and significant health promotion experience.
- Demonstrate a willingness to align with the organisation's values and outlook.



Applications Open

- Week Commencing 30 October 2023



Applications Close

- 5pm Tuesday 21 November 2023



Initial Assessment

- Week Commencing 20 November 2023



Panel Interviews

- Week Commencing 27 November 2023

*Note these timeframes are indicative only and may change subject to the outcomes of the recruitment process, staff and applicant availability.



Application for Assessment, Shortlisting and Interviews

Leading Roles and the organisation will determine a shortlist of suitable applicants and will arrange interviews with the interview panel, depending on applicant and staff availability.

The organisation may require their preferred applicants to undergo a psychometric assessment to assist in understanding the candidate's fit for the role and organisation, working preferences and attributes. Following the selection of a preferred applicant further checks may be required including reference checks, criminal history checks and medical assessments.

You must be an Australian Citizen or hold the appropriate visa to work in Australia to apply for this role. Leading Roles will undertake checks to confirm your right to work in Australia at the offer stage.

WHWBSW has a Victorian Civil and Administrative Tribunal exemption no: H355/2018 enabling the organisation to recruit women and non-binary people to all paid and unpaid positions (including Board Member positions and Independent Member positions). *The term 'woman' includes anyone who identifies as a woman, regardless of their sex at birth. The term 'non-binary' includes people who identify as trans, not exclusively one gender, or as a mixture of genders.

Privacy Information

Leading Roles is collecting your personal information in accordance with the Information Privacy Act for the purpose of assessing your skills and experience against the position requirements. The information you provide in your application will only be used by employees of Leading Roles. Your information will be provided to authorised Organisation Officers, including Human Resources and the relevant selection panel members. It will not be given to any other person or agency unless you have given us permission, or we are required by law.



Angie Simmonds

Principal Talent Consultant



Angie’s experience is primarily as an internal recruiter, working in both the blue and white collar spaces. Initially studying law, Angie realised that while people engagement was important in her career path, she wanted to influence people’s lives in a different way. In 2015, Angie found herself in a Recruitment role and that’s when she found her passion.

She loves that recruitment can be challenging, but also that you get to engage with all different types of people and personalities and ultimately change lives. Angie enjoys relationship building, learning and delivering high quality outcomes for candidates and clients.

CONTACT

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People ▶ Performance ▶ Partners

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WOMEN'S HEALTH
AND WELLBEING
Barwon South West Inc.



ATTACHMENT

Position Description



**WOMEN'S HEALTH
& WELLBEING**
Barwon South West

Deputy CEO – Regional Manager

Application Pack

Hear from the Chair of our Board, Dr Laura Alston talking about the work we are doing to create a region where women and girls are healthy, safe and can access all of life's opportunities, as well as the opportunity to join our Board of Governance.

[Women's Health & Wellbeing Barwon South West Video](#)

Our Acknowledgement

We acknowledge the first inhabitants of the land that we are on today, and the lands on which we live, learn, work and play.

We pay respect to their enduring connection to country – to the land, air, waterways, oceans, animals, and plants – and recognise the wisdom and culture that has seen them thrive for thousands of years.

We recognise that sovereignty was never ceded and wholeheartedly commit to a path of healing, restitution, and justice, embracing the wisdom of those who can guide us, always with respect to our First Nations peoples.

We acknowledge the Traditional Owners of the Barwon South West region of Victoria, with three recognised groups – the Wadawurrung, Gunditjmara, and Eastern Maar peoples – and the clans and language groups that reside within them.

About Us

Women's Health and Wellbeing Barwon South West Inc (WHWBSW) is an independent, not-for-profit, feminist organisation committed to gender equality and great practice health promotion. In short, we strive to improve women's lives.

We strive towards an ambitious vision for change where women are healthy, safe and can access all of life's opportunities. Our work is built on a foundation of evidence and a commitment to excellence, and we lead change by shifting public discussion, translating evidence into action, and pushing for policy changes in businesses, organisations, and all levels of government. We are straight talkers, and we are brave. We assert ourselves confidently and unapologetically, knowing that occasionally we will ruffle feathers as we strive to make change for women.

Vision

Women are healthy, safe, and can access all of life's opportunities.

Purpose

We improve women's lives through best practice health promotion.

Values

- We centre women in all of our work.
- We respect and welcome all people and value different perspectives.
- We hold ourselves accountable through leadership and advocacy.
- We act with integrity and honesty in everything we do.
- We pursue our vision and purpose with courage.

Our Culture

Supporting women is at the heart of our organisation. We are passionate about understanding and elevating women's voices and stories and that includes the stories of First Nations women throughout the region.

We value and support the incredible team of experienced and dedicated women within our organisation. We offer remote and agile work arrangements to support you to do your best work, and we offer a higher rate of superannuation.

The position is open to candidates located anywhere in the Barwon South West region (subject to negotiation) and allows for working from home, although we do expect staff to attend our Warrnambool office periodically as this is an important part of fostering and maintaining connections and building a collaborative approach.

We pride ourselves on

- Being a supportive employer
- Providing flexibility and agility - working from home and across the region
- Practicing what we advocate for – e.g. by providing a higher rate of superannuation.
- Respecting all women and celebrating diversity amongst women
- Working to understand the intersectional nature of our work.
- Developing our Reconciliation Action Plan

Our Region

The Barwon South West region spans the lands of three Traditional Owner groups – the Gunditjmarra, Eastern Marr and Wadawurrung – and the clans that reside within them. The region includes nine local government areas: Borough of Queenscliffe, City of Greater Geelong, Colac Otway Shire, Corangamite Shire, Glenelg Shire, Moyne Shire, Southern Grampians Shire, Surf Coast Shire, and Warrnambool City Council.

This diverse region is blessed with a rich array of natural wonders, including the world-famous Great Ocean Road, spectacular coastlines, protected rainforests, volcanic craters, waterfalls, and much more. There are endless opportunities for all ages to enjoy the great outdoors from bushwalks and beaches to major sporting events such as the Rip Curl Pro World Surfing Titles and the Lorne Pier to Pub, the largest organised swim in the world.

The region's buzzing food, wine, art, and music scene is balanced by its calm, laid-back lifestyle, well away from the hustle and bustle of the big city. As a cultural hub, Barwon South West is home to year-round events such as the Toast to the Coast, Geelong's annual food, wine and music festival and the Port Fairy Folk Festival, an iconic event that attracts more than 100 musical acts and around 500 artists.

Our head office is based in Warrnambool, a vibrant regional city that has maintained much of the charm and ease of a large country town. Located 3 hours' drive from Melbourne, Warrnambool boasts a stunning coastline, great restaurants, and bars, and can cater to almost any interest.

WHWBSW works across the Barwon South West region.

Our Sector

The Victorian Women's Health sector takes a collaborative approach to achieving change across our state. In 2022, the sector received a significant funding boost from the Victorian State Government and Women's Health and Wellbeing Barwon South West, alongside our sister organisations in other locations, is a critical partner in ensuring this funding delivers change.

The growth in our sector translates to growth within our team with increased resources for our work to redress the drivers of violence against women; to advance gender equity in our region; to promote improvements to women's sexual and reproductive health and to work with partners in all of this to achieve wide-scale and lasting change.

Women's health services are based on an understanding of health within a social context and recognise that:

- health factors are determined by a broad range of social, environmental, and economic factors;
- differences in health status and health outcomes are linked to a range of factors including gender, sexuality, socio-economic status, ethnicity, and disability;
- health promotion, prevention, equity of access and strengthening of community and primary health care are necessary along with other health treatment services.

Position Description

Position Overview

Position	Deputy CEO – Regional Manager
Location	The position is open to candidates located anywhere in the Barwon South West region (subject to negotiation) The Office is located in Warrnambool, Victoria
Classification	Executive contract
Remuneration and entitlements	Base salary range of \$130,000 to \$135,000 (or pro-rata equivalent) 1.0 FTE negotiation available for part time hours Superannuation at 12% Access to salary sacrifice Vehicle (either use of company vehicle or vehicle allowance) Four weeks annual leave
Travel	Regular travel is expected throughout the Barwon South West region.
Hours, days of work	By negotiation
Contract term	Ongoing Contract
Probationary period	6 months probationary period

Organisational Relationships

Reports to	CEO
Directly supervises	Team Leader Gender Equity, Team Leader Sexual & Reproductive Health, Team Leader Prevention of Violence Against Women.
Internal	CEO, IHP Team and Business Operations Staff
External	Government, women's and health services, regional stakeholders (defined entities, universities, TAFE, educational, regional businesses & organisations), health promotion networks.

Position Objectives

This position will ensure WHWBSW is progressing population improvements in women's health. This role will lead a small, yet growing, team of experts (Regional Team Leaders and Facilitators) to implement evidence informed health promotion.

This position will ensure the team at WHWBSW are recognised as the go to people for action progressing equality and respect across the Barwon South West. We will translate the evidence into action and partner with others to ensure this work is on track to be effective and successful – advancing equality between women and men.

The Regional Manager has responsibility for the effective implementation of the WHWBSW Integrated Health Promotion Plan and oversight of the team of Regional Team Leaders and Facilitators. This role collaborates closely with the CEO to translate the WHWBSW Strategic Plan into action with a strong focus on effective operation, great practice health promotion and a commitment to a thriving culture. Our Regional Manager is a systems thinker with demonstrated leadership and health promotion expertise and experience engaging and influencing senior staff in a diversity of settings.

The Regional Manager collaborates with the CEO to inform operational strategic priorities, ensures operational compliance through leading a team with outcome focus accountabilities and supports the CEO with effective governance and organisation culture.

Key Responsibilities

- Collaborate with the CEO to identify and respond to organisational risk, ensure operational compliance and to support effective governance.
- Develop a working knowledge of the CEO responsibilities to facilitate business continuity during periods of leave.
- Ensure clear and timely communication and reporting to the CEO to support the flow of information between the organisation, Board, and stakeholders.
- Lead the identification and development of thriving strategic relationships that deliver outcomes.
- Oversee the development and implementation of stakeholder and community engagement planning and practice.
- Ensure delegated budgets are monitored and managed to an exceptionally high standard.
- Ensure all project deliverables are achieved and funding agreements met.
- Ensure all WHWBSW reports are presented well, on time and demonstrate our achievements.
- Secure additional funding in line with WHWBSW strategic priorities.
- Oversee the development and implementation of WHWBSW Integrated health promotion plan, in line with the organisation's guiding principles, adopting a strategic and regional approach.
- Ensure WHWBSW health promotion activity is informed by contemporary best practice, including capacity building frameworks, systems thinking/collective impact and critical research notably Our Watch's Change the Story framework.
- Ensure WHWBSW translate and communicate the evidence that informs our (and our partners) work and ensure health promotion is seen and understood.
- Locate WHWBSW as the regional evaluators, ensuring collective effort aiming to prevent violence against women before it occurs, improve women's sexual and reproductive health and advance gender equality is successful and effective.
- Collaborate closely with the CEO to translate the WHWBSW Strategic Plan into action in line with our Vision, purpose, and values.
- Contribute to the development of WHWBSW policy and process that ensures a thriving learning culture and effective operation.

Leadership

- Provide supervision and guidance to the WHWBSW team of Regional Facilitators and Team Leaders and other specialist Project Lead roles, underpinned by a commitment to developing staff's skills and confidence.
- Ensure WHWBSW are recognised as the go to people to support action to prevent violence against women before it occurs, improve women's sexual and reproductive health and advance gender equality.
- Lead by example, behaving in ways that are consistent with WHWBSW values, contributing to a positive, performance-focused and learning culture at WHWBSW in line with our Vision, policy, and values.

People & Teams

- Promote and undertake work in alignment with WHWBSW vision, purpose, and values, actively promoting our collective values.
- Contributing to thriving relationships and a robust learning culture.
- Welcome different perspectives and creative solutions and adopt a strategic approach to our work and solve complex problems.
- Working in line with WHWBSW policies and procedures.
- Inspire confidence, foster a friendly and supportive team dynamic.

Key Selection Criteria

1. Demonstrable experience in leading organizational strategy and teams of specialist professionals, ideally in a not for profit or social/service setting. Experience within social change portfolios in health promotions, prevention of family violence, gender equality or a related community development or social field is highly advantageous although not essential. It is anticipated that you will likely hold Bachelor qualifications in Health Promotion, Social Work, Community Development or alternatively in leadership and/or management disciplines.
2. Highly developed leadership skills and experience in team management, including demonstrated ability to lead and drive change by collaborating with and influencing senior stakeholders.
3. Demonstrated skills and experience in adopting a strategic and regional approach to service development and implementation. Expertise in the prevention of violence against women before it occurs, improving women's sexual and reproductive rights and choices and advancing gender equity would be advantageous.
4. Extensive experience in developing and maintaining effective and collaborative working relationships with relevant stakeholders to achieve identified outcomes.
5. Demonstrated commitment to the Vision and Values of WHWBSW, including an understanding of the core principles of gender equality and how this aligns with our organisational purpose and informs health promotion planning.
6. Exceptional writing, research and report-writing skills with high level verbal and interpersonal skills, with the ability to deliver oral presentations and training.

7. Demonstrated high-level systems thinking, with experience adopting a strategic and evidence informed approach to solving complex problems.
8. Ability to work autonomously, manage own time, set priorities, consistently plan, and deliver work on time and to a high standard.

Qualification & Experience

- Extensive executive level experience is required with suitable tertiary qualifications including a relevant degree (Post Graduate qualifications in business, management, public policy, public health, or related fields).

Other Requirements

- Satisfactory Police Check.
- Proof of right to live and work in Australia.
- A current driver's licence is desirable.

WHWBSW has a Victorian Civil and Administrative Tribunal exemption no: H355/2018 enabling the organisation to recruit women and non-binary people to all paid and unpaid positions (including Board Member positions and Independent Member positions). *The term 'woman' includes anyone who identifies as a woman, regardless of their sex at birth. The term 'non-binary' includes people who identify as trans, not exclusively one gender, or as a mixture of genders.