

Practice Team Leader – Health and Aged Care

ILC Capacity Building Project | Position Description

Employment Type: 38 hours per week – 1.0 FTE

Term: Fixed Term 12 months

Salary: \$87,000 - \$90,000 (Range based on experience) Plus Superannuation and access to salary sacrificing

Location: Box Hill, Victoria

Reports to: Executive Manager Practice – Tom Worsnop

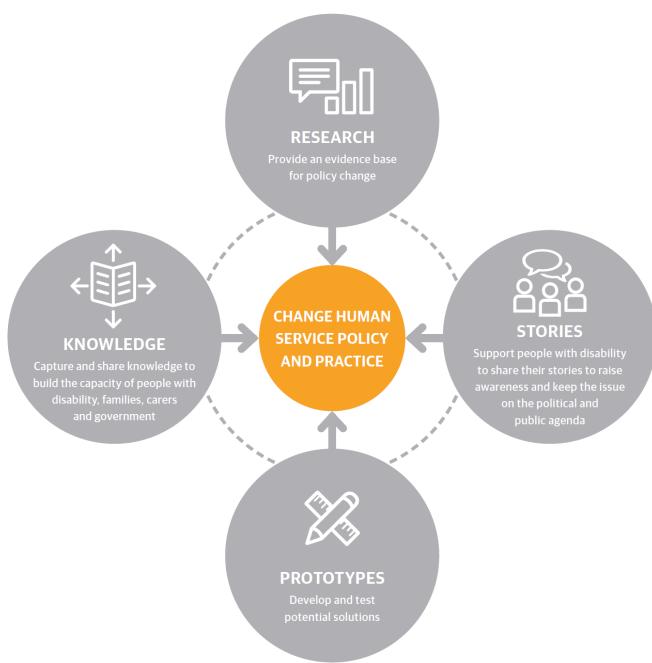
Direct reports: Health and Aged Care Practice team

Works with: Strategic Projects Manager, Policy and Strategy; All internal SF department teams; Partner Organisations; Health, ACAS and RAC providers; Government representatives in Health and Aged Care

About the Summer Foundation

Established in 2006, the key aim of the Summer Foundation is to change human service policy and practice related to young people in nursing homes. The Summer Foundation utilises a range of strategies to influence health, housing, aged care and disability service policy and practice related to this target group.

The Summer Foundation's four key strategies to preventing young people being forced to live in nursing homes are:



Research ~ Our research underpins our work and provides an evidence base for policy and practice change.

Stories ~ Enabling young people with disability and their families to tell their stories and disseminating these stories is a powerful and effective tool for influencing the general public, decision makers and politicians.

Prototypes ~ We design and pilot potential solutions and then evaluate them through action research. This is an iterative process which involves: designing, building, evaluation and learning.

Knowledge ~ We capture, document and disseminate the knowledge generated from our research and prototypes in order to encourage others to replicate and scale our work.

About the Position

The Team Leader will be responsible for leading the Summer Foundation's practice team in building capacity across the Health and Aged Care sectors, creating a more effective interface with the NDIS, for people with disability who have complex support needs. Funded through the NDIS, as part of their National ILC funding grant program, the role is for 12 months and has a particular focus on the delivery of capacity building objectives, including increasing the skills and knowledge of the NDIS for providers in Health Networks, Residential Aged Care (RAC) and Aged Care Assessment Services (ACAS)

This role will lead team of practice advisors and allied specialists in engaging with and delivering professional learning, mentoring and resources in 7 identified NDIS roll-out areas and associated Local Health Networks across Australia. It will create, oversee and deliver a work-plan objectives for the project, in consultation with the Summer Foundation's Practice team, and with internal and external stakeholders. The position will advise on requirements for additional team recruitment as the project progressively expands across locations.

The project involves evaluation measures that will involve data collection throughout, and this position will liaise with the Research Unit at Summer Foundation/LaTrobe University to ensure accurate gathering of evidence and outcomes from the work.

There are a number of tools to be delivered, including practice guides, training packages and fact sheets, which require content development and oversight of curriculum. Ongoing liaison is required with the Summer Foundation Communications team who will support co-design, organise journey mapping and create digital stories, and be responsible for design and publication of these tools.

Responsibilities & Duties

1. Development of a comprehensive work plan to achieve project goals, in conjunction with Practice, and Policy and Strategy team members
2. Oversee the development of a training framework and professional learning resources to rollout to Health providers, ACAS and RAC teams
3. Establish relationships with key contacts in the Health and Aged Care sectors in target project locations, and facilitate opportunities for collaboration in co-design with the Health, RAC and ACAS representatives in each location
4. Establish partnership arrangements with agencies in target locations where Summer Foundation requires brand awareness to have impact
5. Set up cooperative internal processes with the SF Research, Policy and Strategy and Communications teams to achieve broader project goals
6. Manage the roll-out of workshops, mentoring and training sessions to Health, RAC and ACAS audience in target locations across Australia, with team members.
7. Facilitate 'expert' reference sub-committee made up of representation from RAC and ACAS sectors

8. Support SF communications and research team to capture individual action research case studies and broader research data collection for evaluation and measurement of outcomes to support evidence based practice.
9. Collate outcomes data and recommendations from delivery of the project by the Practice team
10. Contribute to final project report writing.

Skills & Experience

Essential Criteria

- Experience working with people who have complex and high disability support needs, particularly those who are in or at risk of entry to, residential aged care.
- 5 years or more experience and knowledge of the disability sector, including up-to-date knowledge of the National Disability Insurance Scheme (NDIS) and its policies regarding ‘mainstream’ interfaces with Aged Care, Health and Housing.
- More than 5 years experience and knowledge of the Health sector, and a demonstrated capacity to engage with nursing, allied health and clinical care staff
- A demonstrated understanding of the function of Aged Care Assessment Services and the role they have in working with young people referred for Residential Aged Care placement.
- Team leadership and supervisory experience across multi-site locations.
- Demonstrated problem-solving skills, including flexible thinking and pro-active approach.
- Ability to thrive in a fast paced environment, working on multiple activities with competing priorities.
- An interest in action research and commitment to reflective practice.
- Evidence of ability to work collaboratively in a team environment.
- Professional presentation and excellent communication skills.
- Willingness to travel interstate and stay overnight where required
- Current drivers licence and own vehicle, or equivalent capacity to travel.
- Current police check.

Desirable criteria

- An undergraduate degree in disability, nursing or allied health (e.g. Occupation Therapy, Speech Pathology, Social Work) or equivalent.
- Experience working with people with an acquired brain injury, neurological disease or early onset dementia.
- Direct experience in working in discharge planning and with the NDIS.
- Research knowledge.

Core Competencies

The Job Holder's values will match those of the Summer Foundation. The Summer Foundation's values include:

Vision: We are creative, innovative and resourceful. We continually strive to be the best

Integrity: We act with integrity and honesty in everything we do

Communication: We communicate openly by exchanging information and actively listening to all stakeholders

Team Spirit: We value and recognize the contribution of our colleagues, both locally and globally. We enjoy working together to achieve outstanding results and total job satisfaction

Corporate Responsibility: We act responsibly within our community and care for the environment

Work related Competencies

Communication develops business plans, policy framework, project development proposals and briefs on highly complex issues for consideration by the Executive management team, demonstrating a high level of knowledge and expertise in the project area and providing expert analysis

Influence and Negotiation ~ Gains agreement to proposals and ideas; Builds behind-the-scenes support for ideas to ensure buy-in and ownership; Uses chains of indirect influence to achieve outcomes.

Stakeholders and relationship focus ~ Establishes and maintains relationships with people at all levels; Forges useful partnerships with people across government and industry; Builds trust through consistent actions, values and communication;

Planning and organizing ~ Establishes systems and procedures to guide work and track progress; Recognises actual and potential barriers and finds effective ways to deal with them.

Other Relevant Information

The position description is indicative of the initial expectation of the role and subject to changes to Summer Foundation goals and priorities, activities or focus of the job.