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| **POSITION TITLE** | **Business Development Lead - QLD** | | |
| **REPORTS TO (TITLE)** | Business Innovation Manager | **DIRECT REPORTS (TITLE)** | N/a |
| **LOCATION** | Location negotiable within the Darling Downs West Morton region | | |
| **CLASSIFICATION** | Administration Stream, Level V  The New England, Barwon and North West Slopes Divisions of General Practice Enterprise Agreement 2010 | | |

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| **COMPANY DESCRIPTION** |
| **Vision –** Healthy Communities  **Purpose –** Creating better health for our communities  HealthWISE provides primary health care programs and clinical services across the New England North West area of NSW and an increasing range of services and programs in the Darling Downs West Moreton and Goondiwindi regions. HealthWISE has been delivering federally funded primary health and social services for over 13 years. We are a not-for-profit organisation dedicated to creating healthy communities.  By employing skilled and experienced local healthcare providers and a dedicated support team, we provide efficient and effective programs that improve access, increase awareness, decrease cost, empower communities and foster long term health.  HealthWISE is a flexible and inclusive organisation and is dedicated to providing a welcoming and culturally appropriate environment for everyone and promotes the safety, wellbeing and inclusion of all children. |

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| **POSITION DESCRIPTION** |
| The Business Development Lead- QLD will work with the CEO, Business Innovations Manager and Senior Management Team to drive the growth of HealthWISE in QLD by identifying and commercialising new business opportunities. |

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| **KEY RESPONSIBILITIES** |
| Work collaboratively with the broader team to assist in facilitating and achieving the HealthWISE vision and purpose to identify and pursue new business opportunities  **Business Development**   * Working with the CEO, BIM and senior managers, develop a strategy for the growth of commercially viable business in QLD, complete with costings and proposed profit margins. * Seek and develop opportunities for commercially viable services * Source potential funding opportunities for key business development and work with BIM to develop proposals for programs/projects/services * Establish a fee for service offer in WMDD region.   **Stakeholder Engagement**   * Develop relationships/partnerships with key stakeholders to enhance business and funding opportunities * Advise on tender win strategies for QLD   **Marketing and promotion**   * Working with the HW Coms team, develop a marketing strategy for HW QLD services * Implement targeted marketing strategy to enhance business development and opportunities |
| **WORK HEALTH AND SAFETY** |
| While at work, a worker must:   1. take reasonable care for his or her own health and safety, and 2. take reasonable care that his or her acts or omissions do not adversely affect the health and 3. safety of other persons, and 4. comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with the WH&S Act 2011, and 5. co-operate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers |

| **ROLE CRITERIA** | |
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| **ESSENTIAL** | **DESIRABLE** |
| * A tertiary qualification in a relevant discipline and/or significant industry experience in communications, marketing, public relations, business development, project management, government, education or community services * Financial acumen * Experience in successful start-up business * Demonstrated understanding of the primary health care sector * Demonstrated experience in developing and implementing comprehensive communication and business development strategies * Experience in stakeholder relationships * Highly developed interpersonal skills including excellent written and oral communication skills * Experience working remotely with accountability * Demonstrated attitude and behaviours that are in keeping with the company’s values (empowerment, equality, client focus, community, passion for excellence, visionary) * Demonstrated commitment to the delivery of quality, consistent and continuous health services to local communities * Current unrestricted and unencumbered NSW Driver’s Licence * Willingness to travel and work after hours if required * Willingness to consent to a National Police Check * Current Working With Children Check held or willingness to obtain | * Understanding of the not for profit sector |

**Key Performance Indicators**

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| **No.** | **Key Performance Indicators – KPIs (refer to Position Description)** | **Measure** |
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