Chief Executive Officer, Health and Wellbeing
Queensland Information Pack (July 2019)
Summary

This information pack provides further information for potential applicants for the Chief Executive Officer position anticipated to commence on 1 January 2020, including a summary of key responsibilities, Selection Criteria and an outline of application processes.

The deadline for applications is midnight, 10 August 2019.

Further information is available via: David Wilson at Davidson Executive & Boards on 07 3023 1059 or David Reynolds at Davidson Executive & Boards on 07 3023 1009.
In accordance with the *Health and Wellbeing Queensland Act 2019* the Chief Executive Officer is responsible for the day-to-day administration of Health and Wellbeing Queensland including employing staff and engaging contractors.

Appointed by the Governor in Council, on the recommendation of the Minister for Health and Minister for Ambulance Services (‘the Minister’), expressions of interest are requested for the position of Chief Executive Officer for Health and Wellbeing Queensland.

**About Health and Wellbeing Queensland**

Health and Wellbeing Queensland is a new state-wide health promotion agency established under the *Health and Wellbeing Queensland Act 2019*.

The Queensland Government has established Health and Wellbeing Queensland as part of its commitment to improving the health and wellbeing of all Queenslanders and reducing health inequity.

The challenges to the health of Queenslanders are significant and complex. Our modern, sedentary lifestyles have resulted in lower rates of physical activity and higher intake of high energy foods, which together significantly increase the likelihood of people having an unhealthy body weight. Furthermore, while many Queenslanders are living longer due to gains in life expectancy – living longer can also mean spending more time with illness that is largely caused by chronic diseases such as cardiovascular disease, type 2 diabetes, high blood pressure and some cancers.

There is broad scope for prevention and health improvement as about one-third of the burden of disease in Queensland can be attributed to the combined effect of preventable risk factors, such as poor nutrition, physical inactivity, obesity, high blood pressure and smoking. These factors, combined with a growing and ageing population, are negatively impacting the quality of life of Queenslanders, the capacity of the health system and the productivity of the Queensland economy.

A further key challenge for Queensland is the significant health inequity that is related to a person’s socioeconomic status, the remoteness of where they live and whether they are Aboriginal or Torres Strait Islander.

Health and Wellbeing Queensland will initially focus on reducing the burden of chronic diseases through targeting risk factors for those diseases, such as obesity, poor nutrition and low physical activity; and reducing health inequity.

Health and Wellbeing Queensland is a unit of public administration under the *Crime and Corruption Act 2001*; and a statutory body under the *Financial Accountability Act 2009*; and the *Statutory Bodies Financial Arrangements Act 1982*. 
Purpose

Under the Health and Wellbeing Queensland Act 2019 the main functions of Health and Wellbeing Queensland are to:

- facilitate and commission activities to prevent illness and promote health and wellbeing;
- develop partnerships and collaborate across government and with other entities such as businesses, industry organisations, community organisations, academia, local governments and individuals, to further its objective and carry out its functions under the Act;
- give grants for activities to further its objective or carry out its functions under the Act;
- monitor and evaluate activities to prevent illness and promote health and wellbeing;
- develop policy, and advise the Minister and government entities, about illness prevention and promotion of health and wellbeing;
- coordinate the exchange of information about activities to prevent illness and promote health and wellbeing. When exercising these functions, Health and Wellbeing Queensland will seek to use an evidence-based and place-focused approach to target investments and efforts in locations according to local need.

Vision

Established by the Queensland Government, Health and Wellbeing Queensland reinforces objectives set out in Our Future State: Advancing Queensland’s Priorities; namely, to make Queensland the leading healthy state.

Chief Executive Officer, Health and Wellbeing Queensland

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About the role

As Chief Executive Officer (CEO), you will play a key role in leading and contributing to the improved health and wellbeing of Queenslanders.

You will have a critical opportunity to establish the new Health and Wellbeing Queensland agency with the ability to structure, position and shape the organisation to maximise organisational capability and drive results to impact the health and wellbeing of all Queenslanders.
Accountable to the Health and Wellbeing Queensland Board, the CEO is appointed under and is responsible for a range of functions as specified in the Health and Wellbeing Queensland Act 2019. Under the Act the CEO is appointed by the Governor in Council for a term of up to four years.

The CEO is accountable for ensuring the day-to-day operations of Health and Wellbeing Queensland are performed effectively and efficiently and that governance, legislative and other statutory obligations are met.

Health and Wellbeing Queensland is located in Brisbane. It is anticipated that it will be staffed with up to 30 full time equivalent employees and have a total operating budget of approximately $32 million for the 2019-20 financial year.

**What we’re looking for**

As a senior executive, the successful applicant will have a proven record of accomplishment in fostering a confident, flexible and capable workforce and be willing to take personal responsibility for serving the Government whilst delivering best practice in terms of service delivery and public sector management.

You will have outstanding leadership ability and a record of success as an agent of large-scale change in challenging environments. Extensive experience across the public, private and/or not-for-profit sector - and a strong background in strategy, policy implementation, service delivery and client service - is a prerequisite for the successful delivery of this role.

You will have a demonstrated record in building trust, cultivating positive partnerships and bringing together organisations and individuals to collaborate and meet shared goals.

Working in a position of public office, you will embed high ethical standards and quality of life principles into your working life, as well as role model these behaviours to uphold a safe, equitable and healthy working environment. Health and Wellbeing Queensland embeds a constructive workplace culture, which values inclusion and diversity and supports flexible working arrangements.

An in-depth knowledge and understanding of national and international systems, policies and best practice interventions regarding health promotion and prevention approaches to reducing the burden of chronic disease and reducing health inequity is highly desirable.

You will provide superior leadership and strategic direction resulting in efficient and effective delivery of health and wellbeing to all Queenslanders which ensure:

**Performance through vision:**

- Demonstrated strategic leadership skills to deliver a vision responsive to government priorities, community needs and changing expectations.
- Demonstrated ability to engage in ideas, innovation and risk.
- Proven professional expertise to effectively lead change and lead whole-of-government and sector planning.
• A credible and respected public profile, including the ability to engage respectfully with different views and agendas whilst inspiring public confidence in the work and priorities of Health and Wellbeing Queensland.

Performance through results:
• Superior ability to manage organisational performance and develop organisational capability.
• High-level capacity to lead an organisation with clear accountability structures and standards of behaviour while building effective external relationships and inspiring commitment in the pursuit of results.
• A record of successfully delivering results in changing environments, including by forming dynamic, robust and productive partnerships across a wide variety of stakeholders and interests.

Performance through accountability:
• Proven ability to model integrity, honesty, fairness, impartiality and commitment to displaying courage in the provision of advice and decision-making.
• Demonstrated ability to communicate vision and results to executive government, stakeholders and the public.
• Extensive and relevant experience to apply sound corporate governance and apply political impartiality and independence.
• Demonstrated commitment to personal development and growth.

Submission requirements
Applicants are required to submit the following documentation at the time of applying:
• A brief statement on how you meet the essential requirements listed in the ‘What we’re looking for section – maximum of two (2) pages, and
• Your current resume detailing relevant qualifications, experience and achievements – maximum of two (2) pages.
• Please be advised applications must address the stipulated requirements – generic applications will not be considered.

Application Process
The deadline for your application is midnight 10 August 2019.
Applicants will be kept informed of the status of their application at regular intervals. However, due to the required steps in progressing statutory appointments, prospective applicants are asked to note that the outcome of this exercise cannot be confirmed until the successful applicant is appointed by the Governor in Council.
Where possible, applicants who have not been selected for progression to interview will be advised at an earlier stage of the recruitment process.
To submit your application, please go to the Davidson/Health and Wellbeing Queensland application website:
https://www.davidsonwp.com/hwqueensland
Specific working conditions and benefits

The CEO is appointed by the Governor in Council, on the advice of the Minister for Health and Minister for Ambulance Services, and paid the remuneration and allowances, and holds office on the terms and conditions as decided by Governor in Council. The role will be remunerated in accordance with Queensland Government guidelines.

The CEOs letter of appointment will specify the terms and conditions of appointment.

Prospective applicants should also be aware that additional travel commitments might also be required – for example to participate in activities around the State or to represent Health and Wellbeing Queensland in interstate or potentially international engagements.

Pre-employment checks

Shortlisting will be undertaken once the application period closes. Shortlisted applicants may be required at short notice to provide the following further documentation (*forms will be provided) to enable probity checks to be conducted:

- Completed and signed *Personal Particulars form
- Completed and signed *Criminal History Check Consent form
- Copy of signature identification (e.g. passport or driver’s license)
- Proof of Australian citizenship or permanent residency

This appointment requires probity checks to be undertaken. Probity checks include an assessment of disclosures made via the Personal Particulars form; a national criminal history check; searches of the Australian Securities and Investments Commission’s banned and disqualified register and bankruptcy index; review of the Queensland government lobbyist register; and other internet-based searches.

Please note disclosures of conflicts of interest or criminal convictions may not preclude an applicant from appointment – conflicts of interest and criminal convictions are considered on a case-by-case basis.

Further information

Due to the required steps in progressing statutory appointments, applicants are asked to note that the outcome of recruitment cannot be confirmed until the Governor in Council makes a determination. However, applicants will be kept informed of the status of their application at regular intervals.

If you require further information in relation opportunities and recruitment process, please contact David Wilson at Davidson Executive & Boards on 0407 573 962.