

Position Description

Position title:	Climate and Health Lead	Location:	Chatswood
Reports To:	GM Strategy and Innovation	Direct Reports:	N/A
Working Relationships Internal:	<ul style="list-style-type: none"> Executive Team SNHN Climate champions 	Working Relationships External:	<ul style="list-style-type: none"> Northern Sydney Local Health District Key External Stakeholders SNHN Board, Board Committees and Councils
SNHN Role Level:	N.A (Specialist Role)	Role Requirements:	Refer to Attachment One
PD Approved by:	CEO	Approval Date:	November 2021

Organisation description

The Sydney North Health Network (SNHN) works on behalf of the Commonwealth to improve health outcomes for patients by increasing the capability and capacity of the primary healthcare workforce to ensure patients receive the right care, in the right place at the right time.

Position purpose

Position purpose:	SNHN has commenced a climate risk program, and has developed a dedicated Climate and Health webpage which includes our strategy, stakeholder report, priority actions and some key resources. The key aspect of this role will be to continue to collaborate with internal and external stakeholders to execute our priority actions, with a specific focus on delivering social and environmental outcomes through SNHN Climate and Health Program.
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Accountabilities and Outcomes

Outcomes:	Key outcomes are: <ul style="list-style-type: none"> • This role will work across the leadership and departments to bring to life our sustainability commitments in a relevant way in our organisation. • We will have inspiration, coordination, and pace on our climate Risk agenda. This role will work with internal and external stakeholders to deliver activities that make a sustainable impact on our organization and community. • Contribute to strategy, solutions, methodologies, analytical frameworks, and tools to help SNHN succeed and navigate complex regulatory environments and manage stakeholder expectations. • Continue to embed climate mitigation, adaptation and sustainability in our operations, our people, and our visibility.
Accountabilities:	Key accountabilities: <ul style="list-style-type: none"> • Coordinate a climate risk program incorporating existing SNHN structures, networks, programs, and education events. • Drive the implementation and adoption of sustainability initiatives. • Support Sustainable Quality Improvement projects in some primary care practices. Develop and manage all sustainability initiatives at the organization level. • Champion internal engagement at all levels, to support ongoing focus on sustainability and build recognition and support. • Develop and maintain strong working relationships with key business decision-makers, both internally and externally • Contribute to and promote the development of the profession through active participation in the community. • Generate insights and maximise opportunities to create shared value collaborations and enhance SNHN’s Better Health, Better Climate, Better Health System strategy.
SNHN Climate and Health program	<ul style="list-style-type: none"> • Implement a program of work and resources for SNHN • Support and coordinate the internal SNHN Climate champions • Establish an external network of sustainability champions, and then provide ongoing coordination and support of their work • Identify and disseminate ongoing education and information events to the network

	<ul style="list-style-type: none"> • Conduct further workshops for other stakeholders (e.g. local government, PHN network, TfNSW, Resilience NSW etc) about SNHN’s work and potential partnerships • Coordinate specific projects depending on the time and interests of SNHN members and partners
General	<ul style="list-style-type: none"> • Demonstrate a commitment to SNHN’s vision and values: <ul style="list-style-type: none"> ~ SNHN Vision – Achieving together – better health, better care ~ SNHN Values – iCare <ul style="list-style-type: none"> ○ Innovation – We Create, We Initiate, We Inspire ○ Collaboration – We Listen, We Understand, We Respond ○ Accountability – We Define, We Adapt, We Deliver ○ Respect – We Inspire Trust, We Are Open, We Act Ethically ○ Excellence – We Own It, We Commit to It, We Achieve It. • Comply with contractual obligations and deliverables as contained in the various approved Department of Health (DoH) Annual Plans and other funding agency agreement. • Respect the confidentiality of patients and general practice in line with the organisation’s related policies, procedures and the Privacy Act. • Comply with the organisation’s policies and procedures. • Be aware of individual responsibilities under the relevant Workplace Health and Safety legislation and report as necessary, any untoward accident, incident or potentially hazardous environment. • Fulfil other duties commensurate with the role as directed.

Organisational expertise

Subject Matter Expertise	In delivering on accountabilities above it is expected that you will build expertise (be the organisational SME) in SNHN organisational policies, processes and document related to climate risk, environmental sustainability, carbon accounting, climate mitigation and adaptation.
SNHN Policies / Procedures	Nil
SNHN DoH Contracts:	Nil
SNHN Supplier Contracts	Nil

Scope of authority

Direct employees work priorities/schedules:	Not authorised	Approve employee expenditure:	Not authorised
Recruit/ terminate employees:	Not authorised	Have Media contact:	Not authorised
Enter into Contracts:	Not authorised	Other (Detail here)	Not authorised

Key selection criteria - qualifications and experience

Required experience, capabilities and qualifications	<p>Essential:</p> <ul style="list-style-type: none"> • Knowledge of relevant climate change and energy policy, legislation, guidance and standards as they apply to the health system as well as a good understanding of climate change risks • Climate risk assessment and disclosure experience • Proven experience in sustainable development or external communications • strong project management capability • Experience in stakeholder management and/or media relations • Passionate about sustainable development and reputation building <p>Desirable:</p> <ul style="list-style-type: none"> • Tertiary qualifications in Public Health or Primary Health Care.
Certifications required	<ul style="list-style-type: none"> • Current NSW drivers' licence and access to a comprehensively insured motor vehicle – if a requirement of the role. • National Police Clearance Check. • Reference Checks (2) from past employers.
Special conditions	<ul style="list-style-type: none"> • Some out of hours work on weekends or evenings may be required, for example, attendance at community forums or meetings, for which time off in lieu may be taken. • Intrastate, interstate and/ or international travel may be required.
Workplace Health and Safety	<ul style="list-style-type: none"> • Adhere to organisation policies and procedures relating to Workplace Health and Safety and, at all times, take responsibility for own and colleagues wellbeing.

Attachment One- Role Requirements

STRATEGIC CORE COMPETENCIES	
Strategy, Priorities & Organisational Context	<ul style="list-style-type: none"> • A comprehensive understanding of SNHN’s strategic priorities and the ability to incorporate the climate risk program into these • The ability to work effectively within the SNHN organisational context.
Leadership & Teamwork	<ul style="list-style-type: none"> • The capacity to inspire, lead, and engage clinical and non-clinical staff, members and partners in an emerging area of healthcare. • The ability to support a network of sustainability leads across SNHN and relevant stakeholders, in order to share learning and best practice. • The ability to work collaboratively and effectively in teams, listen actively, and manage group dynamics. • The capacity to articulate, model and promote SNHN’s vision and values and set collaborative sustainability goals. • The ability to develop, communicate and implement change management strategies as required. The ability to provide mentorship and training as required.
Communications & Collaboration	<ul style="list-style-type: none"> • The ability to communicate effectively to a range of audiences. • The capacity to develop effective relationships and work collaboratively with a diverse range of stakeholders including clinicians, management and health service staff, health interest group representatives, the community, government agencies and academic research groups.
Personal Accountability	<ul style="list-style-type: none"> • Maintain at all times a high level of professional conduct and accountability.
Stakeholder Relationships & Partnerships	<ul style="list-style-type: none"> • The ability to work effectively with a diverse range of internal and external stakeholders to address climate risks and achieve sustainability objectives.
Problem Solving & Innovation	<p>The capability to address specific challenges relating to climate risk in health and healthcare, including:</p> <ul style="list-style-type: none"> • Engaging clinical and non-clinical staff in a new and rapidly evolving area of healthcare. • Developing an appropriate balance between the need to attend to short-term priorities and the need to plan strategically, with regard to longer term requirements.

	<ul style="list-style-type: none"> • Responding proactively to changes in policy, legislation, procedures and practices and to changes in the needs and priorities of members of the community. • Facilitating the engagement and input of a wide range of stakeholders within the organisation and across government with diverse interests and competing priorities. • Consistently adapting to and managing staff and manager expectations in responding to potentially contentious issues and demands.
Professional Learning	<ul style="list-style-type: none"> • Participate in all relevant training programs and events as required or recommended by SNHN. • Accept all relevant opportunities for professional learning, for example, courses with the Centre for Sustainable Healthcare (UK). • Engage with interested stakeholders on specific carbon accounting and sustainability projects.
FUNCTIONAL COMPETENCIES	
Professional Practice	<ul style="list-style-type: none"> • The ability to maintain high standards of professional practice, including adopting an evidence-based approach, using advanced reasoning skills, effective engagement techniques, adhering to relevant regulations and protocols and working autonomously within the scope of the position. • A commitment to SNHN values of innovation, collaboration, accountability, respect and excellence.
Operational Planning	<ul style="list-style-type: none"> • Understanding of the operational plans of SNHN and how operations could be improved to address climate risk.
Projects / Programs Management	<ul style="list-style-type: none"> • The ability to effectively plan, develop, implement and evaluate climate risk projects and programs, in a collaborative manner with relevant stakeholders.
Primary Care Advancement & Integration	<ul style="list-style-type: none"> • Knowledge of the role and scope of primary care within the Australian health system, and the responsibilities and opportunities for primary care in relation to climate risk.
Quality, Risk, and Compliance Systems	<ul style="list-style-type: none"> • An understanding of the quality, risk and compliance systems for primary care in relation to climate risk, and how these could be relevant in advancing sustainability actions.

Position Description Acceptance/Agreement

I declare that I have read and understand the position description. I understand that the tasks and accountabilities currently included may vary from time to time by the organisation in response to changing priorities.

Name _____

Signature _____

Date _____