

Chief eHealth Strategy Officer and Executive Director

Strategy, Cybersecurity & Assurance Branch

Position Description

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Position number	DH/EH006
Division:	eHealth
Branch / Unit:	Strategy Cybersecurity and Assurance
Classification	Senior Executive Service 2
Employment Type	Fixed-term, up to a five (5) year executive employment contract Full-time
FTE	1.0
Total Remuneration Package:	\$279,239 - \$401,017 p.a. TRP including employer superannuation
Position reports to:	Deputy Secretary eHealth
Work location:	Hybrid – Melbourne CBD / working from home
Date of Revision:	17/11/2023

Department of Health

At the Victorian Department of Health, we want a future where Victorians are the healthiest people in the world. A Victoria where our children and people thrive, where our workplaces are productive and safe, and where our communities are more connected.

We see it as our job to support Victorians to stay healthy and safe, and to deliver a world-class healthcare system that ensures every single Victorian can access safe, quality care that leads to better health outcomes for all.

For further information please visit <https://www.health.vic.gov.au/about>.

Values and behaviours

Department of Health employees are required to demonstrate commitment to:

The public sector values and behaviours – responsiveness, integrity, impartiality, accountability, respect, leadership and human rights.



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Recordkeeping – The department is committed to good record keeping and requires all staff to routinely create and keep full and accurate records of their work-related activities, transactions and decisions, using authorised systems.

Diversity – The department promotes diversity and equal opportunity in employment. If you are from a diverse background, are an Aboriginal or Torres Strait Islander applicant, or if you have a disability/condition, and require advice and support with the recruitment process, please contact our Inclusion Unit at inclusion@health.vic.gov.au.

For further information, please visit <https://www.health.vic.gov.au/about/our-values>.

Leadership Charter

The department's Leadership Charter is an important part of shaping our culture and guides expectation for leadership in our senior management roles.

For further information please visit <https://www.health.vic.gov.au/leadership-charter>

eHealth Division

The eHealth division will play a key role in the digital future for the department and the health sector and will oversee, lead and deliver core functions including health sector information cybersecurity, assurance and ICT investment planning, enterprise technology; health system digital transformation; and health data, analytics and reporting.

The eHealth division will accelerate reform, harnessing technology innovation and improving clinician decision-making for better health and population outcomes.

Core functions will involve:

- Victorian eHealth strategy, investment planning and assurance: leading health ICT strategy, governance, standards, policy, assurance, and cybersecurity for the department, sector and shared services.
- Health sector technology and system digital transformation: leading health sector digital transformation to accelerate change and deliver better health outcomes and more efficient operations for Victorians.
- Enterprise technology: enabling internal digital innovation, data collection and management, and ICT asset management and infrastructure. Additionally provide solution design, application project delivery, and service management functions for the department and shared services.
- Health analytics: linkage, utilisation, and reporting of health data on the safety, quality, and performance of Victoria's public healthcare system – including as the *Victorian Agency for Health Information* (VAHI), and the *Centre for Victorian Data Linkage* (CVDL). Additionally, enables the exploitation of data to improve patient care, policy reform, decision support, operations, education and research.

Role Purpose

The Chief eHealth Strategy Officer (CeSO) and Executive Director of the Strategy, Cybersecurity and Assurance branch will;

- lead the division in planning and strategy development for the departments and Health Sector,
- protect the health sector and department's digital and information assets and

- provide assurance in relation to project delivery, data confidentiality, integrity, and system availability.
- oversee the delivery of shared services accountabilities for systems planning and strategy, cyber security and project assurance.

The CeSO will lead work to deliver on priority government initiatives including supporting interjurisdictional work and national strategic priorities as required and will drive reform and system improvements that achieve immediate impacts as well as initiating long-term change agenda and system-level responses. The CeSO will be responsible for providing strategic advice to ensure resources and programs managed by the department are fit for purpose and effectively used to deliver the objectives of the department.

The CeSO will ensure effective links across the division and the department to support delivery of these key initiatives. The CeSO will also develop and maintain strong relationships with sector partners, other Victorian Government departments and interjurisdictional agencies.

The successful applicant will demonstrate thought leadership and an ability to influence others to maximise efficiency and effectiveness of eHealth solutions to improve outcomes for Victorians.

Key Selection Criteria

Accountabilities

1	Lead the development, maintenance, and iteration of the Department's ICT strategy.
2	Take full responsibility for developing and implementing the strategic direction for the Department and Health Sector, integrating a range of activities, programs, and functions to support organisational goals and priorities.
3	Lead the development of system-wide accountabilities and governance frameworks for the delivery of ICT, cybersecurity, and assurance functions for the department.
4	Lead assurance of health sector and department digital projects, cybersecurity, and ICT assets.
5	Lead the system improvement, performance and evaluation of the ICT and cybersecurity functions, including overseeing the design, development, and prioritisation of systems and infrastructure which will achieve improvements in efficacy and efficiency.
6	Lead and provide strategic oversight of the branch and cultivate a culture of innovation, learning and continuous improvement to ensure the successful implementation and delivery of divisional and departmental objectives.
7	Lead and oversee critical stakeholder engagement, including to engage, inform and advise a diverse range of internal and external stakeholders in relation to highly complex issues. Stakeholders will include industry, peak bodies, groups and associations and the wider community.
8	Provide strategic, evidence-based advice that is cognizant of the current political and government context, and act as an authoritative source of critical advice to the Deputy Secretary, Secretary, Minister and other senior stakeholders, to further develop and implement the department's objectives.
9	Ensure the achievement of the wider government agenda in conjunction with Digital Government Services (DGS) and develop plans to mitigate any emerging issues including state, national or international environments. Coordinate any responses to major departmental impacts as well as managing change within teams.

10	Continually review the Department and Health Sector digital road maps given the rise of Artificial Intelligence (AI), the metaverse and web3 technologies and future capabilities in an everchanging digital landscape and ensuring we are reimaging business processes,
11	Continually explore transformation opportunities leveraging technology improve the departments efficiency and effectiveness.
12	Identify, anticipate, and manage highly complex issues using a risk-based approach and high-level ethical and practical judgement.
13	Oversee multiple, integrated change initiatives with outcomes that have a significant impact on communities, stakeholders, and services in order to drive system-wide change.
14	Be accountable for the development and management of portfolio investment planning, budgets, finances, procurement, and expenditure for a division/group or set of business units and influence the allocation of resources over the long term.
15	Keep accurate and complete records of your work activities in accordance with legislative requirements and the department's records, information security and privacy policies and requirements.
16	Take reasonable care for your own health and safety and for that of others in the workplace by working in accordance with legislative requirements and the department's occupational health and safety (OHS) policies and procedures.
17	Actively model the department's vision and values, demonstrating collaborative relationships, appropriate and effective governance, responsive leadership and accountability, community focus, and developing our workforce.

Required Capabilities

Knowledge and skills	Capability Description
Leadership	Builds team commitment by demonstrating personal conviction; translates organisational strategy into meaningful long-term plans and objectives for own area of responsibility; motivates others to deliver against goals.
People management	Aligns team with the organisational values and goals through effective people management and modelling; clearly defines role expectations, monitors performance, provides timely and constructive feedback and facilitates employee engagement and development.
Strategic thinking	Thinks and acts with a long-term perspective, ensuring that plans and outcomes contribute to cross-departmental and government priorities.
Decisiveness	Takes rational and sound decisions based on a consideration of the facts and alternatives; makes tough decision; evaluates rational and emotional elements of situations; makes quick decisions where required; commits to a definite course of action.
Stakeholder management	Identifies and manages a range of complex and often competing needs; identifies issues in common for one or more stakeholders and uses them to build mutually beneficial partnerships; and finds innovative solutions to resolve stakeholder issues
Visionary thinking and direction	Establishes an inspiring and clear sense of vision, purpose and direction.
Leading change and improvement	Makes changes to own practice and prioritises and encourages and supports others to make changes, as required by business needs and priorities.

Personal qualities	Capability Description
Leadership and management	Leads by example; empowers teams to excel; open to employee concerns; provide productive and challenging work; recognise individual and team contributions; accepts feedback from employees; defines expectations; matches the task to the right employee; conflict management; consistency in behaviour towards employees; embrace different cultural perspectives; mentors and coaches staff.
Creativity and innovation	Generates new ideas; draws on a range of information sources to identify new ways of doing things; actively influences events and promotes ideas; translates creative ideas into workplace improvements; reflects on experience and is open to new ways to improve practice.
Drive for results / Delivery	Functions comfortably in a state of ambiguity and ambivalence: an aptitude for working in complex environments.
Relationship building:	Establishes and maintains relationships with people at all levels; promotes harmony and consensus through diplomatic handling of disagreements; forges useful partnerships with people across business areas, functions and organisations; builds trust through consistent actions, values and communication; minimises surprises.
Teamwork:	Cooperates and works well with others in pursuit of team goals, collaborates and shares information, shows consideration, concern and respect for others feelings and ideas, accommodates and works well with the different working styles of others, encourages resolution of conflict within the group.
Agile	Is able to quickly adapt, shift and change using an agile approach to rapidly changing contexts.

Qualifications/Specialist expertise

Qualification	An appropriate tertiary qualification in health, economics, business management, technology management, strategy and innovation, political science, public administration, or public policy.
	A bachelor's or master's degree in computer science, information technology, or a related field would be advantageous.
Specialist expertise	Senior management or executive experience in public health at state or national level would be advantageous. Senior experience of, or strong working knowledge in oversight of IT strategy / systems, cybersecurity, information management or data governance would be advantageous.

Other relevant information

Mobility

The Department highlights that the work required of a modern career public service is not static but always changing, due to factors such as new government priorities, population growth, the pace and scale of technological advancement, changing community service delivery expectations and the need to respond to evolving complex public policy problems or crises.

In accordance with the *Public Administration Act 2004* (Vic), employees may be deployed to priority projects or programs based on their core skills and capabilities.

Commencement salary

The Department of Health's Commencement Salary Policy stipulates that salary upon commencement is paid at the base of the salary range for the relevant grade. Any above base requests require sign off by an executive delegate.

Emergency management

The Department is a key emergency management partner and contributes significantly to Victoria's emergency management arrangements. As part of a whole of government agreement, employees may be required to undertake training in emergency management and support functions during an emergency and may be redeployed to facilitate this need.

To receive this document in another format, please email our Executive Employment team <executive.employment@health.vic.gov.au>.

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In this document, 'Aboriginal' refers to both Aboriginal and Torres Strait Islander people. 'Indigenous' or 'Koori/Koorie' is retained when part of the title of a report, program or quotation.