



ACT
Government

Health and Community Services

POSITION DESCRIPTION

Directorate: Health and Community Services Directorate
Division: Health System Planning and Performance
Branch: Health System Performance
Position Title: Executive Branch Manager, Health System Performance Branch
Position No: E1086
Classification: Executive Level 1.4
Location: 2-6 Bowes Street, Phillip 2606/Ngunnawal Country
Reports to: Executive Group Manager

DIRECTORATE OVERVIEW

The Health and Community Services Directorate (HCSD) delivers a broad range of health and human services to support the wellbeing of the ACT Community and ensures our public health system meets the community's needs, now and into the future. HCSD provides strategic leadership on policy and population health direction for the ACT health system, ensuring services are innovative, effective, and responsive to community needs.

Alongside health strategy, HCSD is responsible for a range of human services including multicultural affairs, services for older people, housing, women's initiatives, family and domestic violence and homelessness services, and support for children, youth, and families. The Directorate also leads community disaster recovery and Aboriginal and Torres Strait Islander engagement.

HCSD is an inclusive employer where all people are respected and valued for their contribution. We strongly encourage and welcome applications from Aboriginal and/or Torres Strait Islander people, People with Disability, people from culturally and linguistically diverse backgrounds, veterans, mature age workers and lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) people.

DIVISION OVERVIEW

The Health System Planning and Performance Division (HSPP) oversees the operational system level strategy for the ACT health system. The Division provides a range of services on behalf of the whole ACT health system including:

- Data intelligence and analysis,
- System wide planning across health services and infrastructure;
- National funding agreements.
- Health system assurance and performance monitoring functions; and
- Oversight of the ACT Health System Council and LHN Assurance Committee.

HSPP also manages the operations of the Ngunnawal Bush Health Farm.

BUSINESS UNIT OVERVIEW

The Health System Performance Branch's role is to contribute to improving the value of public hospital services in the ACT and to promote financial sustainability in the health sector. The Branch oversees the Directorate's health system assurance functions including negotiating and monitoring performance within

the Service Funding Agreement with Canberra Health Services. The team oversees the broader commissioning arrangements for public hospital services through the management of ACT's Activity Based Funding arrangements.

Health System Performance Branch leads and oversees ACT's national funding negotiations and implementation of the National Health Reform Agreement including both reform delivery and the operational management of national funding arrangements through interfacing with the Independent Hospital and Aged Care Pricing Authority and the National Health Funding Body. The team oversees a range of key Federal Funding Agreements and manages ACT's cross border agreements.

Health System Performance Branch oversees the Secretariat support services for the ACT Health System Council and the coordination of the response to the Independent Inquiry on Health System Data, Demand and Processes.

The Branch works collaboratively with key stakeholders including policy makers, service providers, clinicians and researchers to ensure high quality, efficient and consumer-focused health services are available as they are needed across the Territory.

POSITION OVERVIEW

As Executive Branch Manager, Health System Performance Branch you will report to the Executive Group Manager, HSPP and be responsible for developing the Branch's vision and work program, managing staff and setting team culture, and producing quality results against the Branch work program.

A primary responsibility will be to oversee the ACT's health system assurance functions including overseeing the agenda for the LHN Assurance Committee and in the negotiation and monitoring of Service Funding Agreement arrangements. The Executive Branch Manager will play a key role in overseeing ACT's implementation of the National Health Reform Agreement Addendum 2026-31 and in the development of an ACT government response to the Independent Inquiry on Health System Data, Demand and processes.

You will also contribute to the HSPP Division as a member of the Division's leadership team. You will participate in broader corporate and policy representational forums.

The Executive Branch Manager will model our values of respect, integrity, collaboration and innovation.

WHAT YOU WILL DO

The responsibilities of the Branch include:

- intensive relationship management with Canberra Health Services.
- significant engagement with internal stakeholders, including the quality and clinical governance functions and other health, particularly hospital, service providers
- provision of strategic advice to senior management, Minister and government, based on analysis of quantitative and other evidence
- improving performance frameworks and other aspects of governance to influence the quality of hospital services and also to enhance the accountability of providers
- delivering on the goals and outputs of the Activity Based Management Project
- providing secretariat to the ACT Health System Council
- representing the Directorate at various peak body forums (such as the national Health Funding Body Administrators meetings)

In addition, commencing 1 July 2026 Senior Executive Service (SES) Members must do their job in accordance with the closing the gap principle. Further information about the closing the gap principle is included in section 8(4) of the [Public Sector Management Act](#).

WHAT YOU REQUIRE (Executive Capabilities)

The information below describes the capabilities that are required to perform the duties and responsibilities of the position.

1. Leads and values people

Relevant capabilities:

- Motivates and develops people
- Values diversity and respects individuals
- Builds a culture of improving practice

2. Shapes strategic thinking

Relevant capabilities:

- Inspires a sense of purpose and direction
- Encourages innovation and engages with risk
- Thinks broadly and develops solutions

3. Achieves results with integrity

Relevant capabilities:

- Develops organisational capability to deliver results
- Manages resources wisely and with probity
- Progresses evidence-based policies and procedures
- Shows sound judgement, is responsive and ethical

4. Fosters collaboration

Relevant capabilities:

- Listens and communicates with influence
- Engages effectively across government
- Builds and maintains key relationships

5. Exemplifies citizen, community and service focus

Relevant capabilities:

- Understands, anticipates and evaluates client needs
- Creates partnerships and co-operation
- Works to improve outcomes

Highly desirable

- Experience in negotiation with large commercial providers.
- Knowledge of health and hospital funding models, particularly activity-based funding.

Compliance requirements/qualifications

Prior to commencement, the successful candidate will be required to undergo a pre-employment National Police Check.

Executive Capabilities are a way of describing the behaviours that characterise successful ACT Public Service executives and the values and personal attributes that support these behaviours. They also provide an integrated and consistent means of assisting executives to identify developmental needs and achieve significant and measurable growth in areas such as leadership, strategic vision and effective management.

Further information on Executive Capabilities for the ACTPS is available at www.cmtedd.act.gov.au/employment-framework/for-executives/actps-executive-employment-conditions