



Community
FOUNDATION

Community Health and Wellbeing Manager

An opportunity has arisen for an enthusiastic Community Health and Wellbeing Manager to join the Western Bulldogs.

Reporting to the General Manager - Western Bulldogs Community Foundation (WBCF), this role will be managing all our Community Health and Wellbeing programs, including delivery of initiatives such as the Sons of the West and Daughters of the West. The Community Health and Wellbeing Manager will also be responsible for quality assurance of the programs, collaborative service provider relationships/contract management, partnerships, financial management, business planning, strategic planning, evaluations and reporting.

The successful candidate will be responsible for:

- Work with the Western Bulldogs Community Foundation GM to establish, deliver and monitor the strategic direction of the Health & wellbeing programs
- Develop key sustainability plans to ensure longevity of all health and wellbeing services
- Inform other WBCF streams on current health policies and evidence based practice to ensure consistency across the WBCF and inform its strategic direction.
- Managing the planning, development, budget, implementation and expansion of the Sons of the West program and Daughters of the West program and new programs as they arise, ensuring services are highly effective and relevant to the target communities.
- Identify, build and maintain solid relationships and partnerships with all levels of Government, industry members, philanthropic groups and others
- Management of all program governance groups; operational, clinical and strategic committees Advisory in consultation with WBCF GM and other relevant stakeholders
- Develop, implement and monitor the annual budget, ensuring effective forecasting and budget management
- Working closely with the Fundraising Manager in developing new funding applications, acquittals, commercial proposals
- Manage and develop all stream team members; and foster a strong sense of “one team” and partnership with all departments and teams within the Western Bulldogs Community Foundation and the club
- Deliver inclusive health and wellbeing services throughout Western Victoria
- Collating and drafting submissions and responses, reports, briefing notes, stakeholder correspondence and advice, and presentations
- Other duties as requested or required by Management.

The successful candidate will ideally have:

- Knowledge and experience in health service referral pathways, current DHHS policies and frameworks, health promotion principles, practice and planning is essential.
- Highly developed communication, people management and leadership skills
- Demonstrated experience in program/project development, implementation, evaluation and reporting.
- Demonstrated experience of stakeholder engagement, negotiation and relationship management with agencies across sectors.
- Minimum of 3-5 years' experience in a management role

If you are interested in working in a challenging yet extremely satisfying position please [click on this link](#). Applications close at 5pm on Sunday 1 October 2017.

A six (6) month probationary period applies to this position.

Please note that due to the high level of interest only those applicants short listed will be contacted.