

General Manager Allied Health and Operations

Melbourne
Teaching
Health Clinics



Work type: Permanent - Full-time

Location: Carlton / Hybrid working model

Salary: AUD \$145,000 - \$ 165,000 range, plus 10% superannuation

The Organisation

About Melbourne Teaching Health Clinics

Melbourne Teaching Health Clinics (MTHC) is a wholly owned subsidiary of the University of Melbourne and provides world class clinical training opportunities for the Faculty of Medicine, Dentistry and Health Sciences students. It also provides patient access to high quality health care for members of the Victorian community, within a private practice setting. There are five clinical areas that are central to this service, and they include general practice, dentistry, eye care, hearing, speech and psychology.

Because there is a teaching and learning component to our service, the MTHC clinics are generally very affordable while at the same time contributing to the strong future of our health and medical system in developing the next generation of our doctors, dentists, optometrists, audiologists, speech pathologists and psychologists.

MTHC places a high level of importance on providing an environment to our staff, patients and students that reflect the values of our organisation. These values have been verified by all our staff as being fundamental to the way we operate with each other, our people and our patients. To be ethical, accountable, collaborative and compassionate are values we aspire to live and deliver at all levels of our interactions in our workplace.

As part of the way we see our organisation now and into the future we have a mission statement that contemplates MTHC providing sustainable, high quality, comprehensive clinical training and patient care for the University of Melbourne and the wider community. And our vision is to be recognised as an innovative, international leader in the provision of Teaching Health Clinics.

About the Role

This is a fantastic opportunity for a passionate health industry leader with a broad understanding of allied health and experience in leading clinical teams. The newly created position will focus on coordinating the delivery of high-quality patient care across audiology, optometry and speech pathology as well as supporting the transition and integration of a new Psychology clinic in 2022. The position will partner closely with the Chief Operating Officer by coordinating the operations of allied health services at MTHC as well as identifying and implementing initiatives to improve patient care, support clinical training for students and grow the allied health clinics.

Essential Selection Criteria

- Relevant tertiary qualifications with significant experience within a healthcare setting
- Demonstrated clinical leadership capacity with a broad understanding of managing multidisciplinary allied health service delivery in either community care, private practice, or public health environments
- Exceptional interpersonal and communication skills, with the ability to represent the Melbourne Teaching Health Clinics to key stakeholders
- Strong leadership skills with an ability to gain the credibility and respect of staff at all levels, as well as external partners, stakeholders and other collaborators
- Evidence of an ability to successfully manage relationships with stakeholders, collaborators, and colleagues with a people-centred approach to business and work
- Sound analytical skills and the ability to design, negotiate and deliver new initiatives and changes as required
- Excellent project planning, work planning, personal organisation and time management skills with an ability to meet tight deadlines and manage multiple projects
- Previous experience managing OHS requirements within a healthcare setting
- Excellent computer skills including all MS Office products

To Apply

As part of your application, please submit your CV and Cover Letter with reference to the Key Selection Criteria listed in this advertisement.

Please submit your application through the APPLY FOR THIS JOB button next to the advertisement on the [SEEK](#) website.

For inquiries, please contact Alan Taylor at taylor.a@unimelb.edu.au please do not send applications to this email)

At Melbourne Teaching Health Clinics, we value the unique backgrounds, experiences and contributions that each individual brings to our community, and we encourage and celebrate diversity. Indigenous Australians, those identifying as LGBTQIA+, females, people of all ages, with disabilities or culturally diverse backgrounds are encouraged to apply for our roles. Our aim is to create a workforce that reflects the community in which we live.

Applications close: 5th June 2022