



Team Leader - Reception North

- Full Time| 1.0 FTE | Permanent Ongoing (with option of ADO)
- Generous salary packaging benefits available
- Work with a genuine values-based organization
- Based at Wallan or Broadford office

Join Our Team at Omnia Community Health

From 1 January 2026, Sunbury and Cobaw Community Health and Nexus Primary Health will merge to form Omnia Community Health – a unified, not-for-profit organisation delivering inclusive, person-centred care across the Hume, Macedon Ranges, Mitchell, Murrindindi and Strathbogie regions.

About the Role

We are currently seeking an enthusiastic, community-minded Reception Team Leader. From 1 January 2026, Sunbury and Cobaw Community Health and Nexus Primary Health will merge to form Omnia Community Health, a unified not-for-profit community health organisation.

This decision follows an extensive exploration process that confirmed the merger will improve access to safe, high-quality, and sustainable health and community services across the Hume, Macedon Ranges, Mitchell, Murrindindi and Strathbogie local government areas.

The new organisation will bring together the deep community connections, shared values and specialist expertise of both entities. Services will span general practice, allied health, disability support, mental health, early childhood, family services, aged care and community wellbeing, delivered from sites in Broadford, Kinglake, Kyneton, Romsey, Seymour, Sunbury and Wallan, with additional outreach into surrounding communities.

As a community health organisation grounded in the social model of health, our multidisciplinary teams recognise the impact of social, economic, cultural and political factors on health and wellbeing. The Reception Team Leader North will work in partnership with individuals, families, communities and service delivery units to deliver person-centred, inclusive and culturally safe care.

This position presents an opportunity to work within the Client Access Unit that includes a diverse group of professionals that have specialist knowledge and experience relating to reception and intake in a community health setting. The Team Leader will provide co-ordination, direction and leadership to the Reception Team North, with responsibility for the day-to-day operations of the team. This role will work predominantly but not exclusively across the Local Government Areas of Mitchell, Murrindindi and Strathbogie.

What We Offer:

- A supportive and values-driven workplace
- Generous salary packaging benefits
- Access to Fitness Passport for health and wellbeing

Benefits and Perks

Our benefits enhance everyday wellbeing and encourage you to take time to make a difference in the community:

- Generous salary packaging and flexible working arrangements. In addition to your salary and superannuation, you'll also receive 17.5% leave loading and access to the full \$15,900 salary packaging benefits plus up to \$2,650 meals and entertainment packaging benefits
- Supervision embedded and valued within the team and support with your professional development
- The option to access purchased leave
- Free professional counselling from our world class employee assistance program
- In addition to your salary and superannuation, you'll also receive 17.5% leave loading and access to the full \$15,900 salary packaging benefits plus up to \$2,650 meals and entertainment packaging benefits
- Access to the Fitness Passport program (subsidised access to selected gyms across Victoria) and organisational-led employee wellbeing initiatives such as virtual challenges and all-staff development day
- Free parking and fresh fruit on-site for all employees

The successful candidate will be required to undertake and maintain a National Criminal History Check, NDIS Safety Screening check, Working with Children Check and hold valid Australian working rights.

Further Information

Position Description

For a confidential discussion, please contact please contact Lisa Murray, Client Access Manager on 0492 824 503 or email lisa.murray@scchc.org.au.

How to Apply

As an employer, we are all about building a diverse and inclusive team where everyone feels welcome. We will best serve our local community if we are representative, which is why we encourage applications from people of all backgrounds, identities, abilities and experiences. If there is anything we can do to make the recruitment process more accessible for you, just let us know at peopleandculture@scchc.org.au. We are here to help.

To be considered for this role, your application must include a cover letter, resume, including three referees, and responses to the key selection criteria in the Position Description, which need to be submitted via email to: lisa.murray@scchc.org.au.

Applications close via email at 5:00pm, Wednesday 17 December 2025.