

## Position Description

<b>Position Title</b>	Manager   Children's Allied Health
<b>Position Number</b>	
<b>Type of Employment</b>	Full Time
<b>EFT</b>	1.0
<b>Status</b>	Ongoing
<b>Division</b>	Health & Medical Services
<b>Unit and Team</b>	Children's Allied Health
<b>Enterprise Agreement and Classification</b>	Health & Allied Services Managers & Administrative Workers (Victorian Stand-Alone Community Health Services) (Multi Employer) Enterprise Agreement 2022-2026
<b>Reports To</b>	Executive Director   Health & Medical Services
<b>Primary Location</b> All staff are required to travel between sites	

Omnia Community Health is a unified, not-for-profit community health organisation established through the merger of Sunbury and Cobaw Community Health and Nexus Primary Health on 1 January 2026. We are committed to enhancing access to safe, high-quality, and sustainable health and community services across the Hume, Macedon Ranges, Mitchell, Murrindindi and Strathbogie local government areas.

We bring together deep community connections, shared values, and specialist expertise to deliver a broad range of services, including general practice, allied health, disability support, mental health, early childhood and family services, aged care, and community wellbeing. Services are provided from sites in Broadford, Kinglake, Kyneton, Romsey, Seymour, Sunbury and Wallan, with outreach into surrounding communities.

Grounded in the social model of health, our multidisciplinary teams recognise the impact of social, economic, cultural and political factors on health and wellbeing. We work in partnership with individuals, families and communities to deliver person-centred, inclusive and culturally safe care.

All employees contribute to our shared purpose by:

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Scheduled Review: December 2026	Version No. 2.4

- Supporting community and individual health through health promotion, prevention, early intervention and place-based consultation
- Delivering care and services that reflect the diverse lived experiences of our clients, and
- Collaborating across teams to drive innovation, equity and continuous improvement.

Omnia Community Health is an equal opportunity employer and a health-promoting workplace, committed to building a diverse workforce and inclusive culture. We welcome applications from people of all cultural backgrounds, Aboriginal and Torres Strait Islander peoples, people with disabilities, those from the LGBTIQ+ community, and other underrepresented groups.

We are committed to the safety and wellbeing of children and vulnerable people and uphold a shared responsibility in the prevention of and response to family violence. All employees are required to meet relevant compliance and screening obligations as part of their employment.

## Our Values



## Division, Unit and Team

This position sits within the **Health & Medical Services Division**, which is responsible for delivering high-quality, client-centred services across Allied Health, Nursing, Medical and Dental services.

The **Children's Allied Health Unit** focuses on providing a range of multi-disciplinary allied health services to clients living across the organisation's regions. Services will be delivered across a number of platforms, including centre-based one-to-one appointments, home visits, group programs and Telehealth

## Position Overview

The role of the Manager | Children's Allied Health is centred around fostering a culture of flexibility and innovation within the unit. In addition to overseeing the ongoing development and management, The Children's Allied Health unit operates within both block funding and person-directed funding streams, offering opportunities for creative approaches to service delivery.

A key focus of this role will be to review and develop adaptable service delivery options ready for impending sector changes. You will cultivate teams that are inspired to make a difference in the communities they serve; to improve the client experience and client outcomes through consumer-focused services that rely on clinical practice excellence, innovation and integration. You will represent the organisation in sector related activities that seek to improve the service systems and be a key member of the leadership team of the organisation.

Positions reporting to this role:

- Team Leader | Children's Allied Health [all]

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## Duties and Responsibilities

- Recruitment.
- Mentor, coach and support team leaders and develop leadership capabilities across the unit in a manner consistent with Omnia's purpose and values.
- Work with the Executive Director to ensure that all budgets are set, implemented, managed effectively and achieved.
- Identifying opportunities for income generation and cost savings, including through means such as achieving operational efficiencies, driving service growth and identifying alternative income sources.
- Monitoring and reporting on performance against budget and initiating corrective action when required is a key duty of this position. In addition to monitoring the Unit budget, the Manager will support Team Leaders to further develop financial literacy skills, to monitor performance against Team budgets and develop corrective strategies when required.

Managers possess specific knowledge in and work in an area of their profession requiring high levels of specialist knowledge. Team leaders provide managerial and clinical (where required) supervision for staff that can be across several different geographic locations or service types, budgets, human resources, health and safety within their team and quality assurance work including the development and design of policies and procedures.

- Ability to lead people throughout the employee lifecycle by engaging and supporting employee in performance management processes, facilitates regular supervision with employees and mentors new staff and students (if applicable)
- Modelling our values and promoting a positive workplace culture
- Fostering a culture of employee involvement, innovation, development, recognition and celebrating successes
- Program based management, including the responsibility for program based operational budgets, human resources, health and safety management of staff, (clinical or operational) and service outcomes in the program, provision of professional leadership and guidance of staff
- Allocate (rostering) and control staff and resource to ensure activities of the work are carried out efficiently and effectively, and
- Team leaders are the first point of contact for external contractor or internal client or staff feedback.

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## Key Selection Criteria

### Essential

- Demonstrated commitment to the principles of community health and the social model of health, including the ability to work in partnership with individuals, families and communities to address the social, cultural, economic and environmental factors that influence health and wellbeing.
- Demonstrated understanding of and commitment to delivering services that are person-centred, inclusive and responsive to the diverse needs, backgrounds and lived experiences of clients, including Aboriginal and Torres Strait Islander peoples, people with disabilities, LGBTIQ+ communities, and culturally and linguistically diverse populations.
- Proven ability to work effectively as part of a multidisciplinary team, contributing to a positive team culture, sharing knowledge and supporting collective approaches to client care, service planning or organisational development.
- Understanding of clinical governance, health equity and safety standards as they apply in primary and oral health care, and a commitment to continuous improvement in service quality and outcomes
- Demonstrated ability to deliver integrated, person-centred care within a multidisciplinary health setting, including the capacity to collaborate across disciplines to improve client outcomes
- Demonstrated ability to work collaboratively within a multidisciplinary team to support community and individual wellbeing
- Ability to support inclusive participation and engagement, particularly with people living with disability, older adults, carers, and people with intersectional needs
- 5 years of proven experience in community or primary health clinics

### Desirable

- Qualification in management.
- Experience in a leadership role in the community health sector.

### Qualifications and Registration

- Most hold current National Criminal History Check, NDIS Worker Screening check and valid Working with Children Check
- Must hold current Victorian Driver's Licence.

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## Acknowledgement

I hereby accept and agree to the duties in this Position Description. I understand that this Position Description is to be read in conjunction with my Contract of Employment and agree to abide by the terms and conditions stipulated therein.

<b>Name</b>	Please print
<b>Signature</b>	Incumbent
<b>Date</b>	