Position Description

Role Title	Strategy and Planning Lead
Purpose Preview	The Strategy and Planning Lead is responsible for providing high-level strategic planning and leadership in the assessment, development and implementation of initiatives that address service gaps, improve patient experiences and outcomes, optimize health resources, eliminate service duplication, and build capacity. The role emphasizes strategic analysis, policy development, and collaboration with internal and external stakeholders to drive integrated service delivery and build workforce capacity. The Strategy and Planning Lead plays a pivotal role in aligning commissioned activities to NT PHN's Strategic Plan and ensuring a sustainable and equitable impact across the primary health care system in the Northern Territory.
Classification	Program Leader
Branch	Health Commissioning
Location	Darwin or Alice Springs

Organisation Overview

Northern Territory Primary Health Network (NT PHN) is a not-for-profit organisation funded by the Australian Government to commission services to meet local health needs and priorities.

As a PHN, we are unique in that we also include the Rural Workforce Agency NT which supports recruitment, development and retention of health professionals within the NT's primary health care sector. More information is available at www.ntphn.org.au

Our Purpose

NT PHN works towards a vision of people in the Northern Territory enjoying their best health and wellbeing. All the work that we undertake is focused on building local partnerships and directing resources towards an integrated, high quality primary health care system.

Commitment to Reconciliation

NT PHN is committed to undertaking all work within a culturally inclusive, sensitive and safe framework that supports reconciliation. The NT PHN Stretch Reconciliation Action Plan shows our commitment and dedication to embedding reconciliation initiatives into business and our everyday work.

Organisational Values



Essential Criteria

Qualifications

- Tertiary qualifications and at least four years relevant leadership experience in a public health, public administration, social sciences, or other related field.

Experience

- Advanced knowledge of the Australian Health System, in particular primary health care, primary health workforce and the NT context.
- Expertise in data analysis, research translation, and evidence-based planning and an understanding of rigour and data validity.
- Strong interpersonal, engagement and relationship building skills with a proven ability to build and maintain strategic relationships with a wide range of internal and external clients, partners and stakeholders in an environment requiring cultural sensitivity.
- Superior analytical and written communication abilities, capable of providing timely high-level advice and producing effective documentation.
- Experience in co-design and human-centered design methods
- Experience in leading projects in accordance with established project management principles and practices, and involving collaboration with a range of stakeholders
- Demonstrated experience in program evaluation to lead consistent, rigorous, and accountable decision- making processes addressing organisational priorities.
- Building organisational capacity by training and mentoring staff in the areas of expertise for the role.

Key Outcomes

Role-specific Activities

- Lead the alignment of strategic priorities, core business activities, and funding requirements with NT PHN's goals to achieve impactful outcomes across the commissioning cycle.
- Lead program level needs assessments that include data analysis, literature review, stakeholder engagement, consultation, service and workforce mapping, market, and gap analysis activities.
- Lead complex discussions and assessment of opportunities with internal and external stakeholders to support effective decision-making regarding commissioning opportunities that align with NT PHN's Strategic Plan, and the quintuple aims of healthcare.
- Lead the planning and design of procurement, grant applications, service delivery, reform, and workforce initiatives in collaboration with stakeholders and using co-design principles.
- In all activities, lead and facilitate culturally safe and inclusive practices enabling participation of people with diverse backgrounds and lived experiences to take an active and meaningful role in service planning and design.
- Coordinate the efforts of internal teams to effectively deliver on complex projects, leveraging diverse skills and resources. As part of this, develop relationships across the organization to support leveraging and efficient use of resources.

- Contribute to the development of strategies, policies, and plans reflecting organisational and jurisdictional priorities and directions in collaboration with internal and external stakeholders; representing NT PHN at key forums, groups and networks.
- Identify, raise and advocate for new and emerging solutions and opportunities to challenges in service delivery, integration and system reform in the primary care sector. This includes facilitating opportunities for integrated solutions within the primary care and across primary care and other social care sectors through partnership and/or co-commissioning.
- Oversee program evaluation activities, including the collection of qualitative and quantitative data, to inform service improvements, resource allocation, and strategic adjustments.

Organisation Wide

- Work respectfully and inclusively with Aboriginal and Torres Strait Islander Peoples and people from diverse backgrounds.
- Contribute to a positive workplace culture by working collaboratively and purposefully across the organisation identifying opportunities for innovation and improvement.
- Maintain a proactive approach to work health and safety, specifically taking responsibility for the health and safety of self and others.

The responsibilities listed above are indicative and not intended to be comprehensive. Responsibilities may vary from time to time. You may be required to perform a range of tasks that are outside your primary responsibilities, but are within the scope of your skill, competency, and training, or are incidental and peripheral to your primary responsibilities.

Additional Requirements

- The role may require travel within the Northern Territory including remote communities and interstate
- A current NT driver's licence
- Police clearance
- Ochre card (role specific)

Acknowledgement

As the incumbent of the position, I acknowledge the statement of duties, responsibilities and other requirements as detailed in this document. I understand that the tasks and accountabilities currently included may vary from time to time by the organisation in response to changing priorities.

I acknowledge that the reporting structure may change over time, and it may affect this position.

Print Name	Signature	Date