

Ballarat Community Health Ltd | Board Overview

Our purpose

Creating healthy communities through the provision of accessible, affordable, and quality health and wellbeing services.

Commitment to our community

- Address health inequity and inequality
- Improve the health and wellbeing of the community
- Have impact and be sustainable

Our values

- Respect • Integrity • Responsibility • Optimism • Courage • Resilience

Organisational Snapshot

Ballarat Community Health Ltd (BCH) has been a strong advocate for health and wellbeing in Ballarat and surrounding communities since the 1980s. Providing a comprehensive range of programs and services, BCH embraces diversity and inclusion, working with the community to deliver effective and high quality care for individuals, ensuring that people from all walks of life can access quality health care, no matter their circumstances.

BCH receives funding through a variety of federal and state government departments, as well as community initiatives. It partners with a broad range of agencies, stakeholders, and health providers to deliver its services.

Clients: BCH supports approximately 500 people per day

Services: A broad range of services across general practice, healthy ageing, allied health services, health promotion and protection, child and youth services, alcohol and drug supports, and mental health.

Staff: Approximately 300 staff.

Locations: BCH operates from 6 sites across Lucas, Wendouree, Sebastopol, Ballarat East and Ballarat Central.

Turnover: Current annual turnover of approximately \$33 million.

For more information please visit www.bchc.org.au or refer to the [BCH Annual Report](#).

Role of the Board

The Board oversees the performance of BCH and is ultimately responsible for all aspects of the organisation's activities. This includes, among other things:

- Setting the vision, strategy and direction of the organisation.
- Succession planning and performance management of the CEO.
- Oversight of organisational performance, including delivery of safe and quality services.
- Ensuring the ongoing financial viability of the organisation.

The functions of the Board are varied and cover accountability to stakeholders and leadership, both internally and externally. Collectively, Board Directors are responsible for creating a governance environment that acts in the best interests of the entity and drives effective performance.

Role of Directors

Board Directors are elected by the members of the company; BCH is a public company limited by guarantee.

As a skills-based board, Directors are recruited for the skills, experience, and competencies that they have developed from their personal and professional activities, and which they will continue to develop while on the Board.

Board Directors are expected to:

- Commit to the delivery of safe, high-quality services: have a genuine interest in the fundamental purpose of the organisation and its role in the health and community service system.
- Use and interpret complex information: understanding the need for evidence-based decision making.
- Have integrity and be accountable: dedicated to fulfilling a director's duties and responsibilities, putting the organisation's interests before personal interests and acting ethically.
- Provide constructive challenge and oversight: the curiosity to ask questions and the courage to persist in asking, and to challenge management and fellow Board directors where necessary.

Expectations of Directors

- Be aware of applicable legislation and regulations.
- Commit the necessary time to fully exercise the duties required of the position (approximately 8 hours per month is needed to prepare for and attend Board and Committee meetings).
- Attend and contribute to monthly Board meetings (usually held early evening).
- Participate in at least one formal Board Committee (Finance & Audit, Corporate Governance or Quality of Care; monthly or quarterly meetings) and other ad hoc committees or working groups.
- The option to participate virtually, via Microsoft Teams, will be available for meetings.
- Participate in other Board processes as required (e.g. strategic planning, accreditation interviews, Board evaluation).
- Occasionally attend events where BCH requires representation.
- Develop a full understanding of the organisation's finances, scope of service, strategic context and legal framework.
- Adhere to the applicable obligations and duties set out in relevant organisational policies, including the BCH Board Directors Policy.
- Complete BCH onboarding processes. This includes undertaking any training and development required in order to fully discharge Director responsibilities.

Key Selection Criteria

All applicants are required to demonstrate a basic knowledge and understanding of the following concepts that will equip them to perform the role of a Director, and which will be developed further through ongoing professional development if appointed:

1. **Governance** – the role of the Board, its relationship to management and the accountability mechanisms for community and health services.
2. **Clinical governance** – mechanisms to ensure the delivery of safe, effective, person-centred care.

3. **Financial literacy** – the ability to understand and interpret financial reports to determine the financial health of the organisation, including the audited financial statements (Annual Financial Report).
4. **Legal literacy** – the ability to understand the legal and regulatory framework within which BCH operates.
5. **ICT and cyber literacy** – the ability to understand the ICT environment, information management and cybersecurity frameworks within which BCH operates.
6. **Specialist skills** – BCH is currently seeking Directors with significant professional expertise in one or more of the following areas:
 - Sector Experience (Community Health and/or Public Health)
 - Strategy
 - People / HR Management
 - Finance and Accounting

BCH values diversity in life experience, thinking styles, qualifications and skills. Applicants with the relevant skills and personal attributes, including a desire to make a difference to the health and wellbeing of clients and community, will be considered. Women, First Nations people, gender diverse individuals, people with lived experience, and individuals from diverse cultural backgrounds are particularly encouraged to apply.