

Position Description

Position title	Network Manager, Victorian Paediatric Clinical Network		
Department / Division	Strategy, Planning & Performance		
Classification	AO81- AO85	Employment Status	0.8FTE to 30 June 2028
Position reports to	General Manager, Strategy, Planning and Improvement		
No. of direct & indirect reports	N/A		
Location	The Royal Children's Hospital, Flemington Road, Parkville Hybrid working arrangements may be considered.		

ROLE CONTEXT

The Victorian Paediatric Clinical Network (the Network) is a formal partnership between Victorian public health services responsible for delivering paediatric care.

The collective expertise of the Network seeks to identify and address quality and safety issues impacting the Victorian paediatric service system and support the delivery of safe, effective, accessible, and equitable health care for the benefit of all children, young people, and their families. The Network also plays a role in supporting a strategic and future-focused response to ensure children and young people receive appropriate clinical care close to home.

The objectives of the Network are to:

- inform and oversee the development and implementation of the State-wide paediatric service plan.
- enhance state-wide paediatric data, analysis and signals of harm to inform decision making.
- strengthen sharing of information, knowledge, and expertise to advance learning and build capability across the paediatric service system.
- identify and address service system issues impacting the quality and safety of paediatric care.
- provide advice to help understand factors driving demand and the changing needs of children, young people, families, and the paediatric workforce.
- advocate for equity of health and wellbeing outcomes and experiences for children and young people, and their families.
- seek and listen to the voices of children, young people, and families with lived experience of paediatric services, ensuring it is central to best practice and continuous improvement.
- provide advice to health service CEOs.
- provide advice to the Minister for Health, Department of Health and Safer Care Victoria as requested.

For administrative purposes, the Network Project Manager will be employed by The Royal Children's Hospital (RCH) and will be based in the Strategy, Planning and Improvement Division.

ROLE PURPOSE

The Network Manager plays a central leadership role in providing strategic oversight, project management, and operational support to ensure the Network delivers on its objectives and continues to evolve as a trusted, system-wide platform for collaboration and improvement.

The Network Manager will be responsible, in collaboration with the Network Clinical Lead, for leading the development, implementation and delivery of the 2025-2028 Network Work Plan.

The role requires strong leadership and the capacity to engage broadly across a diverse sector. It is a unique opportunity to work across the paediatric health system and deliver demonstrable outcomes.

KEY ACCOUNTABILITIES

Strategy, planning and project management of the Network Work Plan

- Work collaboratively with the Network Clinical Lead to deliver on the objectives of the Network
- Lead and contribute to further development, implementation and evaluation of the *State-wide paediatric services plan* in collaboration with the Network Clinical Lead and in partnership with key stakeholders.
- Ensure plans and priorities of the Network are aligned with relevant government priorities, and drive implementation to meet agreed timelines.
- Access and analyse available state-wide paediatric quality and safety data, escalating issues that are identified, and work to enhance paediatric metrics and signals of harm.
- Strengthen sharing of information, knowledge, and expertise to advance learning and build capability across the paediatric service system.
- Facilitate collaboration and integration across health services, Local Health Service Networks (LHSNs) and government to improve care and outcome experiences.

Leadership

- Lead and manage large projects and change management processes.
- Lead the development of performance targets as well as monitoring and reporting against these.
- Lead the representation and advocacy of paediatric healthcare within the broader healthcare system.
- Build and enhance key partnerships critical to the achievement of the Network's objectives and work plan

Operating principles

- Ensure a shared vision and commitment to transparency and collaboration.
- Promote and lead a culture of trust, shared learning, contribution, and respect.
- Establish an agreed framework for governance and management.
- Commitment to broad stakeholder engagement and collaboration.
- Embed principles of equity, safety and family-centred care into all Network activities.

Stakeholder management and communication

- Implement a strategy to maximise collaboration and engagement with the paediatric sector across the State.
- Ensure issues raised by the sector are escalated to the Network Steering Committee.
- Seek and listen to the voices of children and young people, and their families and carers.
- Provide high level customer service to all stakeholders including Network members, health service CEOs, government representatives, as well as children and young people, and their families and carers.
- Manage internal and external communications related to the Network.

Professional

- Role model a working environment which supports self-accountability and responsibility for effective decision making
- Encourage and demonstrate a culture of learning, collaboration and continuous improvement
- Contribute to state-wide and national discussions to share learnings and represent the Networks perspectives.
- Maintain awareness of current evidence, trends and innovations in paediatric care and system design and delivery
- Effectively manage changing, competing and time critical priorities
- Be open to feedback and new ways of working

QUALIFICATIONS AND EXPERIENCE

Essential:

- Tertiary qualifications in a related field and/or significant industry experience
- Experience leading and managing large projects with diverse stakeholder groups
- Experience leading and managing change management processes.
- Experience working with a range of internal and external stakeholders including senior executives, government representatives, and clinicians.
- An understanding of the healthcare system and of hospital operations, priorities, and constraints

Desirable:

- An understanding of the Victorian paediatric healthcare system and relevant service providers

KEY SELECTION CRITERIA

- Highly developed project planning and management skills and attention to detail
- Demonstrated ability to lead and manage change and communicate a vision that generates enthusiasm and commitment
- Demonstrated ability to respond flexibly and develop practical and innovative solutions to problems
- Demonstrated ability to work with initiative and autonomy in the pursuit of Network priorities and goals
- Demonstrated ability to build and maintain effective working relationships with a range of stakeholders
- Excellent organisational and planning skills with ability to prioritise workload and competing demands
- Excellent verbal and written communication, and interpersonal skills
- Ability to handle confidential and sensitive information with discretion

OTHER REQUIREMENTS

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.

The Royal Children's Hospital

The Royal Children's Hospital's (RCH) vision is *A world where all kids thrive.*

RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.

RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.

We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <https://www.rch.org.au/quality/child-safety/>.

RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.

Further information on RCH is available at www.rch.org.au

IMPORTANT INFORMATION

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative

- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

RCH COMPACT

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

QUALITY, SAFETY AND IMPROVEMENT

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards
- Complying with the principles of Patient and Family Centred Care that relate to this position

The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.

Position description last updated

November 2025