

POSITION DESCRIPTION

Position Title	Director of Allied Health
Reports to (Title)	Group Director, Nursing, Allied Health & Clinical Education
Executive Director	Group Director, Nursing, Allied Health & Clinical Education
Department	Allied Health
Position Location	Malvern (visits to other sites required)
Award/Agreement	Salary and Conditions in accordance with the Contract of Employment
Delegation of Authority Level	

Position Summary & Role Purpose

The Director of Allied Health is a valued and integral member of the Cabrini Health leadership team and will provide strategic, professional, and operational leadership for all Allied Health services across the organisation. Oversee integrated service delivery, workforce planning, clinical governance, and the advancement of best practice and innovation in allied health care within the framework of the Mission, Values and Vision of Cabrini Health.

At Cabrini Health, the overarching term “Allied Health” comprises the following ‘therapy’ disciplines:

- Physiotherapy
- Occupational Therapy
- Dietetics
- Social Work
- Speech Pathology
- Psychology & Neuropsychology
- Podiatry
- Prosthetics & Orthotics
- Exercise Physiologists
- Music and Arts Therapy
- Allied Health Assistants

Is responsible for the strategy development and service delivery of high-quality allied health and ambulatory services across all sites including:

- Acute & Sub Acute Care inpatient care
- Chronic Disease Management (CDM) Programs
- Ambulatory Rehabilitation Programs
- Cabrini Private Allied Health Clinics

In collaboration with the Executive, Senior Managers and leaders, the Director of Allied Health will ensure patients at Cabrini receive high quality evidence-based care.

Key Result Areas

1. Key Responsibilities, Outcomes and Activities

1.1 Strategic Leadership

- Set a clear strategic vision for the Allied Health workforce, aligned with the organisation's mission, values, and broader strategic objectives. Lead strategy and delivery of Allied Health and Ambulatory services across all Cabrini sites, including acute, subacute, rehabilitation, and private clinics.
- Provide professional leadership and representation of Allied Health Professionals at all levels of the organisation
- Champion innovation in service models, technologies, and interprofessional collaboration.
- Provide professional leadership, clinical governance, and promote evidence-based, person-centred care.
- Coordinate services to ensure integrated, efficient, and high-quality patient care across sites.
- Manage budgets, resources, and performance frameworks to achieve financial and operational targets.
- Champion innovation in service models, technologies, and interprofessional collaboration.
- Promote quality improvement, respond to feedback, and ensure compliance with Cabrini quality initiatives.
- Engage consumers and stakeholders to inform service planning and development.
- Build and maintain strong relationships across internal teams and external partners to develop new programs aligned with strategy.

1.2 Operational Responsibilities

- Manage human and material resources efficiently, ensuring services meet Cabrini's needs within budget.
- Oversee budgeting and financial management in line with delegations of authority and a culture of due diligence.
- Develop and monitor KPIs to measure effectiveness, efficiency, and consumer/staff satisfaction.

1.3 Resource Management

- Adherence to the Cabrini codes of professional conduct, code of ethics, standards of practice and competencies, Mission, Values and Vision and the Behaviours that Matter.

1.4 Contributes to the achievement of professional expertise for self and directs reports through:

- Maintain ongoing professional development and continuing education.
- Apply the Cabrini performance management framework to own role.
- Foster a learning culture by supporting and monitoring the professional growth of others

Safe Practice and the Environment

2. Work Health and Safety

Cabrini is committed to providing work environments which are physically and psychosocially healthy and safe for all employees, contractors, volunteers, students, patients, residents, customers and visitors.

All employees are personally responsible to work in a way that protects their own health and safety and that of others who may be affected by their actions.

Employees shall comply with and apply the processes defined in the Cabrini Work Health and Safety Management System. This system enshrines a risk management approach to all work health and safety issues, including a structured method for controlling (eliminating or minimising) work health and safety risks.

The Cabrini Work Health and Safety Responsibilities Procedure defines the responsibilities of employees at all levels of the organisation – Chief Executive, Executive Directors, managers, those with specified work health and safety responsibilities and all other employees. Please refer to the procedure for more details of the responsibilities associated with your role.

3. Safety and Quality

It is the responsibility of all staff at Cabrini to ensure that they provide safe high quality care to our patients, residents and service users. Safe care means accepting individual and shared responsibility as well as compliance with the Cabrini policies and protocols by all staff.

Organisational and External Relationships

Organisational Relationships

Reports directly to the Group Director, Nursing, Allied Health & Clinical Education:

- Maintain strong relationships with Nurse Managers, Nurse Directors, and Medical Directors to uphold professional standards.
- Collaborate closely with People & Culture, Finance, Mission & Charitable Services, and Education teams.

External Relationships

- Collaborate with other health services to foster innovation and benchmarking.
- Build partnerships with community agencies, including GPs, to support effective patient management.
- Promote positive public relations and community engagement.
- Work with key Cabrini personnel on health fund engagement for allied health service development.

Committee Membership

The Director of Allied Health will participate as a member of the following committees:

- Relevant external committees as a representative of Cabrini Health
- As directed by the Group Director, Nursing, Allied Health & Clinical Education

Staff Development

The Director of Allied Health will demonstrate a commitment to the personal and professional development of self and staff by:

- Participate in professional development programs and maintain up-to-date skills and knowledge.
- Stay current with contemporary human resources practices.
- Contribute to Cabrini's professional development program as required.
- Engage in performance reviews in line with Cabrini policy.

Key Competencies

The Director of Allied Health must demonstrate the following requirements:

ESSENTIAL

Educational/Vocational

- Clinical Background in Allied Health discipline
- Tertiary Qualification in relevant Allied Health discipline
- Relevant post graduate qualifications in Business Management, Health Administration (or working towards same)

Registration

- As required, current registration with the Registration Board relevant to the Allied Health discipline

Experience

- Proven experience as a senior Allied Health leader within the healthcare sector.
- Extensive people management and multidisciplinary service leadership experience.
- Demonstrated strategic planning and strong financial management capabilities.
- Skilled in problem solving, benchmarking, and driving continuous improvement.
- Experienced in leading organisational change and innovation.
- Proven success in developing and implementing new clinical service models.

Personal Abilities

- Strong interpersonal, communication, and relationship-building skills.
- Effective contributor as a member of a senior executive team.
- Demonstrated leadership in developing high-performing teams.
- Flexible, innovative, creative, and optimistic approach to problem-solving.
- Extensive experience in performance management, conflict resolution, and negotiation.
- Ability to work effectively under pressure, prioritise workloads, and meet deadlines.
- Proven capacity to set standards and manage resources within budget.
- Skilled in consultation, collaboration, and teamwork to achieve organisational outcomes.

Knowledge

- Knowledge of the Cabrini Mission, Values and Vision.
- Knowledge of Commonwealth and State legislation and its impact on the delivery of health care services in the Catholic Health sector.
- Knowledge of clinical and business continuous improvement and research methodologies.

Conditions of Employment

Salary and conditions in accordance with the Cabrini Contract of Employment / Employment Agreement

Cabrini Mission, Values and Vision

Our mission

WHO WE ARE

We are a Catholic healthcare service inspired by the spirit and vision of Mother Cabrini and the Missionary Sisters of the Sacred Heart of Jesus.

WHAT WE BELIEVE

We are a community of care, reaching out with compassion, integrity, courage and respect to all we serve.

WHAT WE DO

We provide excellence in all of our services and work to identify and meet unmet need.

Our values

Our values form the base of our mission, are built around what we believe and drive how we act. They are drawn from Mother Cabrini's life and reflect her heart, her spirit, her conviction and her approach.

Compassion

Our drive to care is not just a professional duty to provide excellent quality care but is born of a heartfelt compassion for those in need, motivated by God's love for all people.

- We care deeply about each and every person we serve
- We respond willingly and positively to help meet the needs of those around us
- We put people first as we look to provide extra support and care, beyond our professional duties
- We promote a sense of belonging and community.

Integrity

We believe in the power of hope to transform people's lives and remain faithful to the bold healing mission and legacy of Mother Cabrini.

- We remain true to our beliefs at all times – our mission and values are non-negotiable
- We are welcoming, hospitable and find comfort and motivation in the context of God's all-inclusive love
- We look for the good in each other and recognise each person's contribution as we work together to provide the best possible experience for our patients, residents and their families
- We are honest and reliable, making decisions that are consistent with our mission and taking responsibility for our own actions.

Courage

We have the strength, determination, vision and conviction to continue the work of Mother Cabrini and the Missionary Sisters.

- We care for the whole person – spiritually, physically and emotionally – creating an environment of hope and healing
- We rise up to challenges and opportunities, meeting them with an open mind and a positive attitude
- We maintain the courage of our convictions and express our values through our actions
- We continually look beyond our current services to help support and engage with those who are marginalised.

Respect

We believe that every person is worthy of the utmost respect and the best possible healthcare. We know that our resources are entrusted to us to use for the benefit of others.

- We uphold the worth and dignity of all people, regardless of gender, race, age, ability and social position and treat them with courtesy, respect, equality and justice
- We respect ourselves, our colleagues and the excellence of the services we deliver
- We identify and respond to emerging healthcare needs in our community
- We manage our resources wisely and actively seek to minimise our impact on the environment.

Behaviours that matter

Our values are displayed in the way in which we behave in every interaction – with each other, with our patients and residents, with their families and carers, and with visitors and other customers.

The behaviours that matter have been identified through consultation with staff. They are the minimum standard expected for all who work at Cabrini (employees, volunteers and accredited staff). They describe the organisational culture that we think is fundamental to our mission to "provide excellence in all of our services" which is translated into our quality goals of 100% right care, 100% patient satisfaction and 100% staff engagement.

Unacceptable behaviours have also been identified and described as follows. These behaviours are inconsistent with our values, have a detrimental effect on others and prevent us from achieving our mission and quality goals. If you experience or witness these behaviours, please speak up. If you are unable to address the issue yourself, advise your manager, another senior member of staff or Human Resources

We are committed to safety and quality:

Behaviours that matter	Unacceptable behaviours
We put patient/resident safety first	We are careless, impulsive or take unnecessary risks that may cause harm to patients/residents
We ask questions to understand the problem	We jump to conclusions and look for someone to blame
We admit when we make a mistake and seek a solution	We try to cover up or make excuses for mistakes
We look for opportunities to improve our care and services	We resist or sabotage change
We speak up when we see behaviour that is inconsistent with our values	We encourage or participate in poor behaviour

We are here to provide service:

Behaviours that matter	Unacceptable behaviours
We greet everyone warmly	We are rude or discourteous
We are always kind and caring	We are arrogant or demeaning
We give our full attention to the person speaking to us	We are distracted, impatient or dismissive
We communicate openly, sensitively and in a timely manner	We are dominating, abrupt or sarcastic

We work together to achieve the best outcome:

Behaviours that matter	Unacceptable behaviours
We are quick to offer help without waiting to be asked	We refuse to help even when it is clearly required
We share information readily to promote the best care and services	We withhold information or are competitive to the detriment of others
We do as we say we will	We are unreliable or inconsistent
We encourage and support each other	We berate or humiliate others
We give praise for a job well done	We are excessively critical or devalue the contributions of others

We exhibit a positive attitude:

Behaviours that matter	Unacceptable behaviours
We approach our day with energy and enthusiasm	We are negative or apathetic
We look for the best in people	We are judgemental and put others down
We take pride in our personal appearance	We look dishevelled, dirty or have offensive personal odour

We want to build a just and sustainable community:

Behaviours that matter	Unacceptable behaviours
We treat each other fairly	We are hostile or abuse our power
We use our resources responsibly	We are wasteful or extravagant
We consider the environmental impact of all we do	We are thoughtless or careless

APPROVAL


I certify that this position description is an accurate description of the responsibilities assigned to the role

Approved: 

Executive Director People & Culture

18 August 2025

Date

Authorised: 

Group Director Nursing & Clinical Education

18 August 2025

Date