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| Public Hospital and Multi Purpose Service Boards 2024 |
| Information Brochure |
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#### Your community needs you!

Victoria’s public hospitals, including multi purpose services and early parenting centres, are currently seeking non-executive directors to serve on their boards. Directors usually start on 1 July 2024 for a period of up to three years.

Directors are appointed by the Minister of Health, according to the *Health Services Act (Vic) 1988*.

#### What will I have to do?

With your fellow directors on the hospital board, you will collectively set the “big picture” strategic goals for the organisation aligning with the direction of the broader health system. The board members together also set up systems to make sure that performance can be monitored.

As a director you will work alongside the CEO (and the executive team) to make sure the organisation is operating in a safe and effective manner and achieving the goals the board has set for it.

As a director you need to ask questions and speak up regarding anything you are uncertain about . The ability to have a respectful and robust discussion makes for a well functioning board

You will need to:

* Act in good faith and in the best interests of the hospital; and
* Act with reasonable care and skill when making decisions and monitoring the hospital’s activities and performance.

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| *“I have become part of a new community of health care workers, consumers and … volunteers where innovation in public health is a priority and developing a broad range of external partnerships is helping us to succeed.”*  **Janette McCabe**  Former Rural Northwest Health Board director |

#### Who are you looking for? Do I need special qualifications?

The **Department of Health** has developed a Board Director Capability Framework which outlines key attributes and a range of capabilities that contribute to good governance and support a culture of inclusiveness and integrity. A summary is at the end of this brochure.

Applicants are selected for their capabilities, including personal and professional attributes, experience, knowledge, and skills that contribute to the strategic leadership and oversight of health care for the Victorian community.

While Victorian public health boards are based on capabilities, boards are more effective when these capabilities also represent the richness of the diverse voices of Victorian communities.

People of all ages, women, Aboriginal and/or Torres Strait Islander people, people of all abilities, people from multicultural diverse backgrounds, people who identify with LGBTIQ+ communities are encouraged to apply.

#### What’s in it for me?

The local public hospital is central to the community it serves. It is usually a major employer in the area. It is valued and looked to for help often when people are at their most vulnerable. Being on a hospital board is a way of making a difference to the broader community and ensuring vital services are delivered safely.

As a director you will be doing more than just contributing your time or advice. Being appointed to a public hospital board places you in a position of trust. You will play an important role in providing leadership and accountability for the delivery of health care.

#### How will I be supported?

Public hospital boards are supported by hospital management, the department and **Victorian Public Sector Commission**. There is also collaboration and partnerships (formal and informal) with other hospitals across the public health system.

The Department and **Safer Care Victoria** run statewide training on corporate and clinical governance. The **Victorian Managed Insurance Authority (VMIA)** also provide training on risk.

The **Victorian Healthcare Association (VHA)** as the peak body for Victoria’s public hospitals, is also a good resource. For further information, visit www.vha.org.au.

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| *“Fantastic board education is available from various sources and fellow board members welcome the opportunity to share their experience and insights.”*  **Susan Lloyd FAICD**  Former Kooweerup Regional Health Service Board director |

#### How much time will it take?

Boards usually meet 11 times per year (monthly and often in the late afternoon or evening) and have an annual planning day and Annual General meeting. There are board committees on which directors also participate. With preparation time, a director should plan to commit a minimum of 1 to 2 days per month, and to attend at least 75 per cent of scheduled meetings.

Public hospitals and multi purpose services are classified as Class C1 or A5 boards. Refer to the department’s guidance on Board remuneration <https://www.health.vic.gov.au/boards-and-governance/board-remuneration-and-director-expenses>

#### Will I be covered by insurance?

All directors of public health boards, who act in good faith, are covered for public liability, professional indemnity and personal accident insurance under a departmental insurance scheme provided by the VMIA.

#### How do I apply?

To apply, register with **Join a Public Board** at [boards.vic.gov.au/](http://getonboard.vic.gov.au/) and then fill in the application.

For more information including how to apply, visit <https://www.health.vic.gov.au/board-applications>.

To learn more about your local hospital, visit <https://www.health.vic.gov.au/hospitals-and-health-services/public-hospitals-in-victoria>.

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| ***Diversity on boards in Victoria***  Women, people of all ages, Aboriginal and Torres Strait Islander people, people with disability, people from culturally and linguistically diverse backgrounds and from lesbian, gay, bisexual, trans, gender diverse, intersex and queer (LGBTIQ+) people as encouraged to apply.  Directors with varying experience and knowledge make for better decisions. |

If you would like help understanding this document or would like to receive it in another format please phone 03 9456 3724, using the National Relay Service 133 677 if required, or [healthservicegovernance@health.vic.gov.au](mailto:healthservicegovernance@health.vic.gov.au)

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Available at <https://www.health.vic.gov.au/applying-for-board-positions> <health.vic.gov.au/applying-for-board-positions>