

VBHC Implementation Lead

Title: VBHC Implementation Lead	Reporting to: Director of Value Based Health Care	
Portfolio: RDHM Program: COHO	Direct reports: NIL	
Enterprise Agreement:	Health And Allied Services, Managers And Administrative Workers Enterprise Agreement 2021-2025	
Classification:	Grade 6- HS6	
Employment Type:	Full Time, Fixed-Term	
Key Stakeholders:	Internal: Executive portfolios VBHC – Operational Leadership Committee VBHC – project level committees and working groups	External: Community Dental Agencies Universities External Consultants Industry partners Parkville Local Health Service Network Government departments

Position Purpose

The VBHC Implementation Lead works closely with the Director of Value-Based Health Care (VBHC) to coordinate the alignment and integration of existing cross-functional projects, ensuring that VBHC principles are successfully embedded. With multiple projects spanning various executive portfolios, this role is responsible for facilitating collaboration, engagement, and seamless integration across teams to support execution and delivery of DHSV's Phase 1- VBHC Implementation Plan.

Our organisation

The Royal Dental Hospital of Melbourne is Victoria's leading oral health teaching institution. With over 130 years serving the community, RDHM stands as a beacon for oral healthcare in Victoria. In partnership with the University of Melbourne, RMIT and La Trobe University, we provide students with their earliest practical training. RDHM is funded and administered by Dental Health Services Victoria and accountable to the Victorian Minister for Health – Victorian Government.

Our Values

Respect | Accountable | Collaboration | Transform

Role Accountabilities: What you are accountable for	
Project alignment and integration across portfolios	<ul style="list-style-type: none"> • Lead alignment and integration of projects across multiple portfolio workplans to support the delivery of the VBHC Implementation Strategy. • Project manage targeted VBHC initiatives including reviewing and monitoring project plans regularly ensuring all project milestones are delivered on time and within budget to continually improve and evolve. • Identify risks and issues and manage their mitigation, in alignment within a defined risk management methodology.
Stakeholder engagement and communication	<ul style="list-style-type: none"> • Work collaboratively with executive leaders, clinical teams, operational staff, and external partners to drive system-wide change and transformation. • Liaise with key internal and external stakeholders to enable collaboration and ensure effective communication. This includes facilitating project meetings, kick-offs and co-design workshops. • Support the development and delivery of the VBHC Communications and Engagement Plan.
Change Management & System Transformation	<ul style="list-style-type: none"> • Support and drive organisational change initiatives to embed VBHC principles into everyday practice. • Identify barriers to change and develop strategies to address them. • Foster a culture of continuous improvement by promoting best practices in value-based health care.
Governance & Compliance	<ul style="list-style-type: none"> • Prepare high-quality reports, briefings, and presentations for governance committees, ensuring compliance with organisational policies. • Oversee and manage contracting and procurement processes related to VBHC initiatives. • Prepare financial budget papers, manage invoicing, and track project expenditures.
Generic	<ul style="list-style-type: none"> • Demonstrate and promote a proactive commitment to health & safety, wellbeing and the environment by actively participating in the ongoing identification of risks. • Maintain patient privacy and confidentiality in accordance with organisational procedures and policies. • Participate in myDevelopment ensuring goals are signed off and reviewed • Model behaviours that demonstrate the Victorian Public Health Sector and DHSV values in all aspects of work. • Maintain a commitment to child safety, equity and inclusion, and cultural safety • Adhere to the DHSV Child Safety Framework and Code of Conduct and all other child safe policies and procedures. • Other duties as requested within scope of role.
Value Based Health Care DHSV is committed to embedding the principles of Value-Based Health Care into the system with the aim of managing the increasing demand for public dental services and achieving the best outcomes from the care we provide. Our VBHC framework and core principles guide how we work in a team to ensure:	

<ul style="list-style-type: none"> ○ Care is designed with and around the patient ○ The right care is provided at the right time in the right location by the right provider ○ Prevention and early intervention are prioritised at an individual and population level ○ Care is integrated and coordinated and based on risk ○ Continuous measurement is utilised to improve care and remove unwarranted variation ○ Value is used to measure effective and efficient resource utilisation and outcomes that matter most to patients 	
<p>Health & Safety</p> <p>Take reasonable care of, and cooperate with actions taken to protect the health, safety and wellbeing of yourself and others.</p> <p>Follow safe work practices and directions, including the proper use of any personal protective equipment.</p> <p>Report any hazards, incidents and injuries to your supervisor or manager and enter into VHIMS</p>	
<p>Quality, Compliance & Risk Management</p> <p>At RDHM we all work together to deliver world class, high quality, safe and integrated oral health care that improves patient outcomes by fulfilling our safety and quality roles. We achieve this by:</p> <ul style="list-style-type: none"> ○ Working within the RDHM Quality and Safety systems. ○ Supporting RDHM in continuously improving care. We look for opportunities to improve in everything we do. Once identified we plan, implement, and evaluate improvements with the goal to improve the quality and safety of care provided. ○ Providing safe, integrated, appropriate and patient centred care 	
<p>Diversity & Inclusion</p> <ul style="list-style-type: none"> ○ By all contributing to being an inclusive workplace, we can be a workplace where everyone can feel like they belong ○ Recognise and appreciate the unique and different perspectives that each individual brings to the team ○ Challenge assumptions and stereotypes and actively contribute to an environment where everyone feels respected and included ○ Respect all ideas and people so that we can create an environment where everyone feels seen, heard, and valued. Inclusive teams are better teams and are integral to our success 	
<p>Privacy</p> <p>The Privacy Act regulates how we collect and handle personal information, including health information. Keep all health information (any information about a person's health or disability, and any information that relates to a health service they have received or will receive) confidential and do not remove it from RDHM. This includes patient scans and photographs. If your role includes reviewing complaints or complaint information, this information is confidential and not to be recorded within the dental record.</p>	
<p>Your Knowledge, Skills and Experience</p>	
<p>Knowledge and Skills</p>	<ul style="list-style-type: none"> • Knowledge of DHSV and public oral health • Understanding of project management methodologies • Knowledge of clinical processes

	<ul style="list-style-type: none"> • Familiarity with change management frameworks and strategies. • Knowledge of financial management, including budgeting, forecasting, public procurement, and invoicing. • Knowledge of public health and government health services legislation, regulations and policies. • Excellent knowledge and use of standard software application such as MS Office suite of tools esp. advanced Excel and MS Project. <p>Desirable:</p> <ul style="list-style-type: none"> • Knowledge of value-based health care principles and system-wide healthcare transformation. • Knowledge of ICT project management, including developing ICT requirements, mapping workflows, and planning training. • Familiarity with digital health and technology solutions implementation. • Certification with a relevant professional body e.g. Australian Institute of Project Management (AIPM.)
Experience	<ul style="list-style-type: none"> • Strong project management experience especially in independently running enterprise-wide projects, ensuring quality and timeliness of deliverables. • Proven experience in system-wide transformation and change management within healthcare or a related field. • Procurement and contract management including procurement of goods and services through tender processes. • Engaging and influencing stakeholders with a focus on relationship building, collaborating and managing the expectations of key stakeholder groups and providing an outcome that benefits consumers and the organisation • Gathering and interpreting information from a range of sources, and a track record in problem resolution • Financial management, including budget preparation, forecasting and invoicing. • Facilitating and leading working groups and governance processes. • Working well under pressure and with minimal supervision & coordinating multiple tasks • Strong expertise in managing ICT projects, from scoping requirements to implementation • Supporting the roll-out of technology solutions and training staff to adapt to new systems.
Qualifications, Certifications and Other Requirements	
Qualifications, Certifications	<ul style="list-style-type: none"> • Formal qualifications in Health Administration, Business, Project Management, or a related field. • Certification in project management (e.g., PMP, PRINCE2) is desirable.

	<ul style="list-style-type: none"> Experience in healthcare, value-based health care, or system transformation projects is highly regarded.
Other Requirements	<p>Satisfactory Police Check.</p> <p>Vaccination requirements as required by the Department of Health guidelines, Category C per Staff Immunisation Procedure.</p>
Competencies	
Behavioural Competencies	<p>Leadership</p> <p>Ability to lead and motivate cross-functional teams.</p> <p>Ability to influence stakeholders at all levels, both internal and external.</p> <p>Capacity to drive change and adapt to evolving organisational needs.</p> <p>Collaboration and Teamwork</p> <p>Ability to work effectively in collaborative environments.</p> <p>Strong interpersonal skills to build relationships with diverse teams and stakeholders.</p> <p>Communication Skills</p> <p>Exceptional written and verbal communication skills.</p> <p>Ability to clearly communicate complex project information to a wide audience, including governance committees and executive stakeholders.</p> <p>Attention to Detail & Time Management</p> <p>Excellent organisational and time management skills.</p> <p>Strong attention to detail, ensuring project milestones and deliverables are met.</p> <p>Problem Solving & Critical Thinking</p> <p>Ability to anticipate challenges and proactively resolve issues.</p> <p>Strategic thinker with strong analytical and problem-solving capabilities.</p>
Role Location	This role is based onsite

Document Title	Version	Sign off date
VBHC Implementation Lead	1.0	April 2025