





**Success Profile** Project Manager – Infant, Child & Family Hub  
**Team** Community Care  
**Supporting** General Manager, Innovation & Community Care

 <p><b>You will make a difference by</b></p> <ul style="list-style-type: none"> <li>– Ensuring on-time, on-budget, and effective commencement of initial services of the Brimbank Melton Infant, Child &amp; Family Health &amp; Wellbeing Hub (ICF Hub) by October 2022</li> <li>– Ensuring the service scales up effectively and in line with client and community needs through to April 2023</li> </ul>	<p><b>To succeed, you will need</b></p> <ul style="list-style-type: none"> <li>– Demonstrated experience leading people, teams and partners in managing competing priorities to achieve key project deliverables.</li> <li>– Demonstrated ability to provide project leadership within a multi-disciplinary team environment.</li> <li>– Strong analytical, financial and risk management skills</li> <li>– Good established relationships with or knowledge of local stakeholders would be highly beneficial</li> <li>– Certifications and / or experience in successfully project managing service implementations of a similar size and complexity (approx 30 staff across 3 partner organisations) within tight timeframes</li> </ul> 
 <p><b>You will improve and promote One Team IPC Health by</b></p> <ul style="list-style-type: none"> <li>– acting with purpose, measuring our results, and celebrating achievements (<b>We make a difference</b>)</li> <li>– going above and beyond, demonstrating understanding and respect for our communities and each other (<b>We are passionate</b>)</li> <li>– learning, experimenting and innovating (<b>We are creative</b>)</li> </ul>	<p><b>We will contribute to your success by</b></p> <ul style="list-style-type: none"> <li>– providing opportunities for you to share what is important to you, your wellbeing, and what you need</li> <li>– aligning the contribution you make to IPC Health's strategy</li> <li>– guiding you in what to do, when and how to do it</li> <li>– developing your skills with regular feedback and exploring career opportunities</li> <li>– ensuring you feel fulfilled at the end of each work day</li> <li>– being committed to maintaining a barrier-free environment for all and welcoming individuals of diverse backgrounds, including but not limited to, those from the Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse and the LGBTI communities</li> </ul> 



### Key Deliverables and Measures

- On-time, on-budget, as designed initial implementation of the service in October, and scale-up through to April, in line with:
  - Project schedule
  - Project budget
  - Identified and effectively managed issues and risks
- Project Management across key activity streams:
  - Recruitment & onboarding
  - Site selection, fit-out and move-in
  - Co-Design of Service Model
  - Governance, referral pathways and information sharing
  - Team forming and building



### Key Relationships

- ICF Hub Establishment Governance Group
- General Manager, Innovation & Community Care
- Senior Manager, Community Care
- ICF Hub Manager, when recruited
- Service Designer(s) – IPC Health and external providers
- Partner organisations – RCH and Western Health
- Key interested stakeholders



MINDFULNESS



IMPACT



INNOVATION



DIVERSITY

## Mindfulness

in leadership is represented by the focus and presence of mind to act with integrity, grit, resilience, adaptability and kindness — even in challenging circumstances.

## Impact

in leadership is a mindset that compels you to seize opportunities, to act with self assurance, to inspire action, and to empower others through active listening and communication.

## Innovation

in leadership is a growth and learning mindset that thrives in ambiguity, senses change, fosters deep curiosity and enables experimentation and creativity to thrive.

## Diversity

in leadership is a mindset that enables the awareness, empathy, collaboration and diplomacy to communicate, engage and work with anyone.

At IPC Health, we believe that strong leadership is a state of MIND. We are all leaders.

**MIND** ipc health  
leadership