

# DIRECTOR, DATA, MODELLING & ANALYSIS POSITION DESCRIPTION

## Position details

<b>JOB REFERENCE</b>	VN-0708530
<b>POSITION TITLE</b>	Director, Data, Modelling & Analysis
<b>CLASSIFICATION</b>	Executive Level Two (EL2)
<b>POSITION LOCATION</b>	Canberra, ACT
<b>SALARY</b>	\$127,234 - \$150,640
<b>POSITION/S</b>	One
<b>EMPLOYMENT STATUS</b>	Ongoing Full time (37.5 hours) or Part time
<b>SECURITY LEVEL</b>	Baseline
<b>AGENCY</b>	National Health Funding Body
<b>DIVISION</b>	Data, Modelling & Analysis Section
<b>CONTACT OFFICER</b>	Belinda Hogarth-Boyd Phone: (02) 6289 9943 Email: nhfbhr@nhfb.gov.au
<b>CLOSING DATE</b>	Monday, 8 August 2022

## About the National Health Funding Body

The NHFB is a small professional agency established under the *National Health Reform Act 2011* to support the functions of the Administrator of the National Health Funding Pool (Administrator). The NHFB supports the Administrator to provide transparent and efficient administration of Commonwealth, State and Territory funding of the Australian public hospital system and is a non-corporate entity under the *Public Governance, Performance and Accountability Act 2013* (PGPA).

The functions of the Administrator include:

- Calculating and advising the Commonwealth Treasurer of the amounts to be paid by the Commonwealth into each pool account of the National Health Funding Pool;
- Ensuring Commonwealth funds are deposited into pool accounts accordingly and in line with the *National Health Reform Agreement*; and
- Reporting publicly on all National Health Reform funding and payment activities.

## About the role

The National Health Funding Body (NHFB) has an EL2 employment opportunity available for an appropriately qualified candidate to undertake a range of functions to help deliver and lead transparent and efficient administration of Commonwealth, State and Territory funding for public hospitals in Australia.

Under broad direction, the role of the Director is to lead and manage the Data, Modelling and Analysis Section of NHFB. This includes:

- Leadership and direction for the accurate and timely calculation of National Health Reform (NHR) funding, including supporting the development of the Administrator's Three Year Data Plan obligations
- Oversight of the building, testing, implementation, and management of financial and analytical models, using SAS EG, SQL, Teradata, Visual Analytics and Excel
- High level analysis in managing and performing a range of statistical and mathematical techniques
- Conducting longitudinal analysis and trend investigations on public hospital funding data
- Provision of technical advice to the Administrator, the NHFB and stakeholders
- Producing briefing materials related to public hospital funding and service delivery, including meeting papers and analysis reports
- Assessing the impact of changes in Government policy and contributing to appropriate responses and advice.

## About the Data, Modelling and Analysis Section

The Data, Modelling and Analysis Section develops models and undertakes analysis that assists the Administrator to accurately calculate the Commonwealth funding contribution to Local Hospital Networks (LHNs).

The Section undertakes reconciliation of estimated and actual hospital service delivery volumes to adjust the Commonwealth funding contribution. This includes determining, collecting and processing the data required to support these arrangements.

Data, Modelling and Analysis Section works in collaboration across the NHFB, the Administrator, jurisdictions, other national health reform bodies and industry partners to ensure the modelling reflects the funding arrangements of the Agreement.

## About you

The National Health Funding Body is seeking people with diverse experience who are willing to explore innovative ways of working. People who work at the NHFB will display leadership at all levels and work collaboratively to achieve outcomes.

### Essential Requirements/Job Specific Capabilities

- Demonstrated leadership experience
- Well-developed and demonstrated modelling and programming experience using SAS, SQL, and EXCEL
- You must be an Australian citizen to allow you to obtain a baseline security clearance
- Relevant tertiary qualifications or relevant industry experience
- Knowledge of the policy and strategic planning framework related to health funding is highly desirable.

## Why NHFB?

The National Health Funding Body is a workplace committed to providing an environment that values diversity and supports staff to reach their full potential.

The NHFB values health and wellbeing of employees and offers a range of benefits to support staff including:

- Flexible work arrangements
- Positive workplace culture encouraging work-life balance
- Supportive and inclusive work environment.

In the 2021 Australian Public Service Employee Census the NHFB was ranked first from 101 agencies when it comes to both 'Engagement' and 'Innovation' and third for 'Wellbeing' including 100% of staff indicating they're proud to work in the agency.



## Additional Information

It is an expectation that all NHFB employees will perform their jobs professionally, respectfully and in accordance with the principles and practices of workplace diversity, workplace participation and in support of a safe working environment.

Additionally, NHFB employees are expected to be flexible in their approach to the workplace to assist wherever needed across the organisation.

## Selection Criteria

In the context of the primary job purpose for the role, you are to demonstrate that you have extensive relevant experience enabling you to:

1. Lead in a challenging environment and oversee the planning and management of a data modelling team to achieve organisational goals.
2. Display strong numerical, critical analysis and problem-solving skills and contribute to the assessment of organisational impacts, risks and benefits.
3. Develop productive working relationships and work collaboratively internally and externally to successfully deliver against deadlines.
4. Utilise highly developed written and verbal communication skills to manage and influence organisational outcomes.

## How to Apply

Please supply a one-page pitch, outlining your skills and experience relevant to the role on offer and selection criteria. Send your pitch, your current CV, and a completed Candidate Application Form to the following email: [nhfbhr@nhfb.gov.au](mailto:nhfbhr@nhfb.gov.au)

Please contact the NHFB HR Manager, Belinda Hogarth-Boyd, if you require further information on (02) 6289 9943.