



QIRCH Clinic Manager

Are you an experienced Manager with an interest in the health needs of diverse groups? If this is you, The Queensland Integrated Refugee Community Health (QIRCH) Clinic at the Mater encourages you to apply for this position.

QIRCH is a program of Mater Health Services in association with St Vincents & Holy Spirit Health as well as Queensland Health. It is also assisted by an advisory group consisting of a range of Government and Non-Government organisations. Its purpose is to provide assistance to refugees with complex health needs.

In this role your duties will include:

- Working in collaboration with various stakeholders to develop and implement policies and procedures to assist the QIRCH Clinic to reach its goals
- Coordinating access to a range of culturally-sensitive, high quality services for refugees
- Effectively managing Administrative, Financial and Human Resource processes in accordance with the requirements of Mater Health Services.
- Liaising and providing consultation to Government and Nongovernmental groups and service providers
- Providing a strong internal customer focus and high level communication, consultative and negotiation skills

Mater Health Services offers flexibility and conditions not readily available elsewhere, including:

- Onsite accredited child care centre
- Access to salary packaging (offering significant tax benefits)
- Attractive pay rates and incentives
- Participation in Mater's on-campus education programs
- Guaranteed on-going professional development
- Flexible working rosters
- Subsidised meals
- Discounted car parking
- Up to 12.75% employer superannuation
- Low cost, high performance staff superannuation with expert on-site advice
- Access to excellent public transport facilities
- Discounted holiday accommodation, gym membership, personal trainers, restaurants and entertainment offers

Applications should be submitted on-line and include a resume and brief covering letter outlining the skills, abilities and experience you would bring to this particular position. Please include a facsimile number or email address for two referees. If you have difficulty downloading the position description or uploading your application on-line, please contact HR Services on 07 3840 8511.

Further information is available from our website at www.mater.org.au or by clicking on the 'Apply Now' button below. Applications should be submitted online, if you experience any difficulties, please contact HR Services on 07 3840 8511.

Closing date: 20th April 2007

Job reference number: 07AS72