

## Position Information

<b>Position Title</b>	Executive Managers
<b>Program</b>	Multiple Programs
<b>Reports to</b>	Chief Executive Officer
<b>Direct reports</b>	Program Managers, Team Leaders and Coordinators
<b>Award</b>	Social, Community, Home Care and Disability Services Industry Award 2010
<b>Award classification</b>	Executive salary equivalent

## Organisation Information

TeamHEALTH is a for-purpose organisation dedicated to supporting people living with mental health challenges across the Top End of the Northern Territory. We are the only non-faith-based, grassroots mental health organisation focused solely on the NT. Our deep connection to the Territory means we understand the unique needs of our communities — from urban centres to remote regions.

TeamHEALTH was founded in 1987 by a group of passionate family members and service providers who wanted better care for their loved ones living with mental illness. Their vision — grounded in compassion, community, and hope — became the foundation for the organisation we are today.

With accreditation to the National Standards for Mental Health Services, NDIS Quality and Safeguarding Framework, National Regulatory System for Community Housing and the Aged Care Quality Standards, TeamHEALTH continues to focus on ensuring quality service provision and the pursuit of goals with participants.

- [Who We Are | TeamHEALTH](#)

TeamHEALTH is creating its Strategy 2026-30, enabling us to continue to walk alongside people in the Territory who are experiencing mental health challenges, so they may create and lead full and valued lives.

**We are looking for dynamic, courageous and adaptable Senior executive leaders to help shape our strategy and implement our vision.**

## Position Summary

TeamHEALTH Executive Managers work closely with, and report to, the CEO to translate the organisation's strategy into operational plans for their portfolios. Each portfolio is comprised of related functions that will be aligned to the objectives of the new Strategy.

Common across portfolios is the emphasis on high quality, trauma-informed and culturally inclusive programs across the stepped care model that are informed by the voices of people with lived and living experience of mental health concerns.

Portfolios will include one or more of the following functions:

- Programs for early intervention and prevention of mental health conditions
- Psychosocial Mental health recovery programs including residential rehabilitation services

- Tailoring and delivery of programs in regional and remote areas (Katherine, Daly River, Wadeye and West Arnhem Land)
- Community and social housing, homelessness and supported accommodation
- Support at Home and National Disability Insurance Scheme – with an emphasis on mental health
- Strategic and enabling functions including policy, advocacy, data and evidence, quality and compliance, service design, engagement and communications, partnerships, corporate services.

While responsible for a portfolio, Executive Managers are expected to work collaboratively across portfolios to achieve enterprise-wide objectives. TeamHEALTH is therefore seeking Executive Managers that bring strong and broad Senior leadership experience, along with deep expertise across one or more functional areas, as outlined above.

As a member of the Executive Leadership Group, this role will model leadership behaviours that:

- inspire and communicate the vision and values of TeamHEALTH
- innovate, demonstrating comfort with ambiguity and proactive engagement with risk
- communicate effectively, encouraging collaboration internally and with our stakeholders; and
- ensure accountability for outcomes, celebrate successes and participate in and contribute to a learning culture.

Executive Managers will be required to regularly travel to, and work from, other locations, including remote areas. This may include overnight or extended absences from their home base. The role is full-time, requiring 76 hours per fortnight, with the option of a compressed working fortnight available by agreement with the Chief Executive Officer.

## Key Result Areas

### 1. Strategy and delivery

- 1.1. Drive implementation of TeamHEALTH strategy, translating strategy into business and operational plans and delivering those plans across a portfolio of related functions.
- 1.2. Develop a strong understanding of all TeamHEALTH services and functions to enable collaboration across portfolios, to achieve enterprise-wide objectives.
- 1.3. Contribute to the development of the annual operational budget and manage portfolio responsibilities within allocated budget and financial delegations, but also in manner that contributes to enterprise-wide objectives.
- 1.4. Implement operational plans in line with industry standards and benchmarks, accreditation requirements and funding body expectations.
- 1.5. Contribute to the development of, and ensure achievement of, operational KPIs.
- 1.6. Contribute to quality and risk management across the organisation, participating in and contributing to a learning culture and one of continuous improvement.
- 1.7. Lead and deliver new projects aligned with portfolio responsibilities, including developing new service offerings and securing funding through tenders/grant applications.
- 1.8. Lead and participate in internal governance and operational committees.

### 2. Relationship Management

- 2.1. Leverage and develop external relationships and partnerships for the realisation of TeamHEALTH strategy and portfolio objectives.

- 2.2. Participate in external fora of relevance to the work of TeamHEALTH and in relation to portfolio functions, building effective bilateral working relationships with stakeholders.
- 2.3. Represent TeamHEALTH at external events and functions, using these opportunities to build influence and brand.

**3. Leadership and staff management**

- 3.1. Demonstrate TeamHEALTH values of Integrity, Accountability, Wellbeing and Respect and build a culture of collaboration within and across portfolios.
- 3.2. Create and maintain a high performing team overseeing (working in collaboration with HR) recruitment, learning and development, performance and succession planning for the portfolio.
- 3.3. Promote a healthy work environment and compliance with work health and safety legislation.

**4. Reporting and Evaluation**

- 4.1. Prepare Board materials and present to the Board and Finance and Risk Committees on areas of responsibility as required.
- 4.2. Develop and implement efficient systems for tracking, evaluating and reporting on participant supports and outcomes.
- 4.3. Develop and implement strategy for ongoing participant feedback, including implementation of feedback for continuous quality improvement (e.g. annual YES survey and Participant Focus Groups).
- 4.4. Provide regular opportunities for all staff to give feedback on program operations.
- 4.5. Ensure that all internal and external reporting is accurate and completed within timeframes required by funding agreements and/or management.
- 4.6. Actively participate in regular one on ones with the Chief Executive Officer, including continuing professional development and performance review discussions.

## Key Selection Criteria

TeamHEALTH recognises the value of experience in all facets of life and work and encourages individuals with a lived experience of mental illness to apply.

### All TeamHEALTH Staff

- 1. A National Police Certificate that was issued less than two years ago or proof of an application for a National Police Certificate.
- 2. A current Driver's Licence.
- 3. A current Ochre Card and NDIS Worker Screening Clearance.
- 4. NDIS Worker Orientation Module Certificate.

### Essential for Position

- 5. Minimum of a Tertiary qualification in mental health, health, community services, or a relevant discipline plus five (5) years Senior management experience in role(s) relevant to portfolio.
- 6. Demonstrated capability to operate and think strategically displaying strong business acumen and a high level of initiative.
- 7. Demonstrated ability to work with multiple accountabilities and a record of successfully managing competing priorities under pressure and within tight timeframes.

8. Demonstrated high level of communication skills (written and verbal), with the ability to interact and engage with a diverse range of people and build professional relationships that add value to TeamHEALTH's purpose.
9. Demonstrated ability to coach and develop staff to ensure they perform and reach their full potential.
10. Demonstrated ability in working with a diverse range of people including First Nations people, Culturally and Linguistically diverse (CALD) populations and people with lived experience of mental health conditions.
11. Working knowledge of legislation and accreditation standards of relevance to portfolio, and – for program delivery functions – demonstrated understanding of early intervention approaches, psychosocial rehabilitation and the recovery model in the mental health services field.

#### Desirable for Position

12. Demonstrated knowledge of the mental health services sector in the Northern Territory.
13. Qualifications in management or business.
14. Accreditation of registration with the appropriate professional body.
15. Senior management experience in a non-government mental health service.
16. Experience in providing timely briefings to Board and other influential groups.

#### Position Description Approval

<b>Approved by</b>	Rina Bruinsma, Chief Executive Officer
<b>Date approved</b>	21 January 2026
<b>Signature</b>	