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COMMUNITY ADVISORY COMMITTEE

Applicant Information Sheet

Thank you for your interest in the current vacancy on our Community Advisory Committee. Below you will find information about the role and the application process.

About Bendigo Health

With over 5,000 staff, and covering an area a quarter of the size of Victoria, Bendigo Health is one of Victoria's major health service providers. Bendigo Health is committed to strengthening community our engagement with consumers and their carers for improved health outcomes to support our vision of excellent care.

Through community participation we aim to increase consumer satisfaction in our care and services and respond to consumer feedback.

Role of the Community Advisory Committee

The Community Advisory Committee is a sub-committee of Bendigo Health Board of Directors (the Board) and has two critical roles:

1. To provide direction and leadership in relation to the integration of consumer, carer and community views into all levels of health service operations, planning and policy development; and
2. To advocate to the Board on behalf of the community.

About Membership of the Community Advisory Committee

Members of the Community Advisory Committee:

- are selected on the basis of their capacity to represent the different communities that Bendigo Health serves;
- are appointed as individuals, rather than as representatives of organisations;
- are appointed by the Board for a three year period.

Formal meetings are:

- Quarterly;
- Conducted online via Zoom with one in person, if possible (held at Bendigo Hospital campus);
- set at the beginning of each year (four meeting dates) with agenda and papers sent to members a week before the meeting.

Additional meetings may be called held throughout the year for presentations and professional development purposes.

Members are entitled to a sitting fee of \$50 for meeting attendance.

Please note that government guidelines do not permit health care professionals to join this committee (Health Services Act 1988).

Key Selection Criteria

Applicants to this vacancy should:

- be 16 years of age or over
- be a resident of Bendigo or the Loddon Mallee region
- have an understanding of the experiences and needs of patients, families and carers who use Bendigo Health services
- be able to reflect the needs of a broad range of consumers and communities and bring to the committee knowledge of the opinions and policies of relevant community groups
- be able to work collaboratively with fellow committee members and Bendigo Health staff and managers to improve the quality and accessibility of Bendigo Health services
- preferably have established or the potential to develop links with community groups
- be available to attend quarterly Community Advisory Committee meetings
- Attend additional presentation and professional development meetings when required

The successful applicant will be required:

- to maintain confidentiality regarding sensitive information and matters discussed within the committee and sign a confidentiality agreement
- Undertake a National Police Check (this will be arranged by Bendigo Health)
- Provide proof of immunisation for COVID-19

Orientation and Training

Orientation will be provided at the commencement of a membership term. Opportunities exist for attendance at conferences and forums and training seminars as available.

Applications

Applications can be emailed or posted and should include:

- the application form
- a document addressing the Key Selection Criteria

Applications to:

Board Secretary Bobbie Kom by **Close of Business Friday 2 December, 2022.**

E: BKom@bendigohealth.org.au

Post:

Bobbie Kom

Bendigo Health

P.O. Box 126 Bendigo VIC 3552