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Board Director - Application Form and response to selection criteria

Primary Health Tasmania Limited  
ABN 47 082 572 629  
[www.primaryhealthtas.com.au](http://www.primaryhealthtas.com.au)

# Application submission

Complete and return this application form and response to selection criteria with a cover letter and CV by **COB Tuesday 14 September 2021** via:

* [chair@primaryhealthtas.com.au](mailto:chair@primaryhealthtas.com.au) with the subject line Confidential: Board Director Application, or
* Board Director Application, Primary Health Tasmania, GPO Box 1827, Hobart 7001

# More information

If you would like to discuss your interest, application or have any queries, please contact:

* Graeme Lynch AM, Chair  
  Email [chair@primaryhealthtas.com.au](mailto:chair@primaryhealthtas.com.au) or phone 6341 8700 (to schedule a time)
* Phil Edmondson, Chief Executive Officer/Company Secretary  
  Email [pedmondson@primaryhealthtas.com.au](mailto:pedmondson@primaryhealthtas.com.au) or phone 6341 8700
* Annaliese Caney, Manager Governance and Strategic Engagement  
  Background pattern

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# Part A: Applicant details

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| --- | --- |
| First name: | Last name: |
|  |  |
| Email: | Phone contact: |
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# Part B: Referee details

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| First name: | Last name: |
|  |  |
| Position title and organisation: | |
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| Email: | Phone contact: |
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# Part C: Response to selection criteria

The selection criteria are aligned with the Board’s **skills matrix** which is used to ensure the Board has the right balance of people to retain positive control of the organisation, achieve the organisation’s strategic goals, and direct the organisation’s future. The **skills matrix** also outlines the personal attributes expected of each director to be used in interview.

**The successful applicant will have sound professional skills:**

1. Knowledge and experience in best practice corporate governance including the fiduciary and legislative frameworks that underpin the company particularly in the not-for-profit context.

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2. The ability to think strategically and identify and critically assess strategic opportunities and threats and develop effective strategies in the context of the strategic objectives of Primary Health Tasmania and relevant national policies and priorities.

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3. The ability to identify key issues for Primary Health Tasmania and develop appropriate policies to define the parameters within which the organisation should operate.

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4. Knowledge of the organisation’s funding drivers and funding cycles and the ability to analyse key financial statements, critically assess financial viability and performance, contribute to strategic financial planning, and oversee budgets and the efficient use of resources.

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5. The ability to identify key risks to the organisation including legal and regulatory compliance and monitor risk and compliance management frameworks and systems.

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**Applicants will also need to address at least two relevant industry skills:**

6. Demonstrated knowledge and experience in a relevant professional area or industry fields including:

* general practice
* primary health care
* health service design and delivery
* clinical governance
* community and stakeholder engagement
* executive management
* commercial experience
* commissioning
* political relations
* regional knowledge and experience (geographical diversity is considered across the Board profile).

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7. Capacity to attend Board meetings and participate in Board committees, as well as training and other agreed activities.

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# Part D: Application checklist

Cover letter

CV

Applicant details (in this application form)

Referee details (in this application form)

Response to selection criteria (in this application form)