

Head Strategy Implementation

Reports to: Director of Procurement & Value Delivery
Band: Band 6, HPV Enterprise Agreement 2018
Direct Reports: Senior Category Manager Supply Chain, Senior Supply Chain Strategy Manager

Position Summary

Health Purchasing Victoria (HPV) is expanding its value benefit delivery beyond collective sourcing and seeks to provide higher levels of consulting and advisory support to the health sector to improve supply chain efficiencies.

The Head Strategy Implementation will be expert in procurement and supply chain optimisation with extensive knowledge to conduct complex initiatives across functions and teams to drive efficiencies and unlock further benefits. This requires experience in conducting a holistic end-to-end supply chain assessment considering internal and external perspectives, comprehensive mapping, breakdown of results into decision-making process steps, policy development, inventory strategy and segmentation, internal & external stakeholder collaboration, driving continuous improvement initiatives and reporting and analysis.

The Head Strategy Implementation will be responsible to develop and drive opportunities to improve productivity across the sector.

Key responsibilities of this role:

- Develop, manage, and execute a portfolio of procurement and supply chain efficiency based initiatives, in line with the Procurement & Value Delivery (P&VD) strategy and organisational priorities;
- Lead a detailed assessment of strategic opportunities, provide recommendations on priorities, and implement agreed road map;
- Develop policy and implement sourcing strategy outcomes using effective change management and communication plans for each key initiative;
- Establish a robust project management framework for agreed road map initiatives and actions; and
- Work closely with other internal and external stakeholders to provide advice regarding how to drive efficiencies and create further value delivery opportunities.

Specific Duties and Responsibilities

Strategy Development

- Work closely with sourcing teams to understand business needs, develop scope, and identify the right modelling approach for strategy development.
- Design, build and deliver procurement and supply chain improvement initiatives to unlock efficiencies within procurement contracts.
- Use advanced knowledge to evaluate product segmentation design and optimisation work and outline impacts to the business.
- Proactively conduct and report outcomes and recommendations of strategy design and optimisation work back to the business in collaboration with the relevant stakeholder/s.
- Provide advice on complex modelling scenarios to direct reports.

POSITION DESCRIPTION

Strategy Implementation

- Develop the implementation plan for approved strategy design and optimisation projects with the P&VD division and as directed.
- Lead a supporting team to identify and develop standardised best practices, processes and modelling.
- Independently analyse and create metrics to track the success of implemented projects and work with internal stakeholders to implement data strategies to optimise spend and generate further efficiencies.
- Work collaboratively with internal stakeholders and functional teams to implement defined initiatives and ensure policies are understood and executed.
- Ensure appropriate analytical support is provided by internal stakeholders to optimise processes and drive efficiencies.
- Ensure any changes to system, process or contract change is implemented as a result of agreed policy outcomes and strategic initiatives.
- Work closely with internal stakeholders and health service stakeholders to educate and integrate policy outcomes and provide cost saving solutions using effective change management strategies.

Management

- Contribute to the Procurement division and broader HPV team through participation in formal meetings and other activities as required.
- Perform senior management responsibilities as agreed with the Director Procurement and Value Delivery.
- Comply with relevant financial and non-financial authorities outlined in the Delegations of Authority instrument.
- Support and develop open and transparent lines of communication with other Executive Directors and Senior Managers including participating in meetings at the individual and divisional levels, email communication and other regular interpersonal communication.
- Identify and make recommendations on opportunities for HPV to improve processes, workplace health and safety, and quality and service delivery outcomes.
- Assist People and Culture to recruit, interview, select, and hire new employees related to the position and oversee new employee on-boarding, induction and development planning.
- Provide direct management support to employees on matters relating to their employment including but not limited to training, leave and complaints.
- Deputise for the Director Procurement and Value Delivery and or any other Executive if and when called upon to do so.
- Contribute to the management of other sourcing streams where required.
- Undertake other tasks or responsibilities as agreed with the Director Procurement and Value Delivery from time to time.

Leadership

- Support the development of a vision for the Procurement division setting clear strategic direction for employees, enhancing their leadership capacity and capability, and delivering strong management support and advice.
- Foster a workplace culture that is consistent with overall culture of HPV emphasising the values of HPV.
- Maintain strong lines of communication, both formal and informal, with Senior Managers, the ELT and key HPV stakeholders to ensure the smooth operation of the organisation.

POSITION DESCRIPTION

- Support with organisational change and growth as requested to assist HPV in fulfilling its legislative functions in line with its Corporate Strategy.

HPV Values and Cross Functional Collaboration

- Establish and maintain strong working relationships with key individuals and groups across HPV's stakeholder organisations (internal and external), and develop and apply appropriate engagement and consultation strategies.
- Represent HPV in appropriate forums to strengthen relationships and improve mutual understanding.
- Place a priority on effectively working with stakeholders from other divisions within the organisation for mutual benefit by seeking and incorporating feedback that will benefit organisational objectives.
- Value the contribution of our internal and external stakeholders and contribute beyond our own tasks to achieve organisational goals and demonstrate this in goal setting.
- Uphold HPV values:
 - We are customer-focused; we focus on customer and patient outcomes;
 - We keep it simple; we strive for efficient and effective ways to achieve our goals;
 - We are collaborative; we work as a team toward common goals;
 - We take responsibility; we challenge the status quo. We are responsible for our behaviours, actions and results;
 - We inspire confidence; we do the right thing. We are open, honest and trustworthy.

Data Security

- Comply with HPV data management policies and procedures, and report breaches and/or vulnerabilities to a Manager or the IT Operations team.

While the principal duties of this position are as above, the Head Strategy Implementation may be required to undertake other duties from time to time.

Qualifications and Experience

To be successful in securing this role, you will have a background working previously in supply chain/manufacturing environment and possess the following skills and experience;

Academic

- Relevant tertiary or post-graduate qualifications, preferably encompassing one or more of business, finance, procurement & logistics and supply chain.

Demonstrated Experience

- Significant experience in procurement, logistics & supply chain, encompassing analytical function (e.g. consulting, business analyst, lean six sigma etc.) end to end procurement and supply chain operational leadership function (e.g. procurement operations, management, warehousing, supply & demand planning and/or logistics management).
- Proven ability to develop operational and financial to support successful decision-making and business cases.
- Ability to use initiative and apply new ways of thinking to identify and solve problems
- Proven track record of success in delivering enterprise wide process improvement initiatives (from initiation to delivery)

POSITION DESCRIPTION

- Experience in leading and managing initiatives; ability to take ownership of a program of deliverables, timeline, and budget, ensuring that individual initiative objectives are achieved on-time with a high degree of quality.
- Ability to work effectively with a wide array of health sector procurement and supply chain personnel including supplier partners.
- Ability to display commercial nous
- Be data orientated have an analytical mind and the ability to focus.
- Demonstrated experience of change management and a understanding of change leadership and the principles of redesign
- Category and contract management experience backed up by exceptional outcomes.
- Experience in healthcare / life science / pharmaceutical industry (desirable)
- Experience using Qlik Sense or other analytical/business intelligence tools.
- Skilled in running SI&OP and/or demand forecasting.

Personal

- Excellent interpersonal skills, including an ability to influence others with diplomacy, tact and discretion.
- The ability to build exceptional relationships both internally and externally
- Demonstrated strong negotiation skills
- Strong collaboration and influencing skills and excellent communication skills (oral and written)
- Ability to explain complex concepts to non-practitioners across all level of the organizations
- Strong analytical and problem solving ability
- Ability to travel including to rural Victoria and interstate as required. ding judgement to resolve complex business and technical issues and provide solutions and recommendations