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| Become a director of a Public Hospital or Multi Purpose Service Board |
| Information Brochure |
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#### Want to be part of a hospital board?

Apply by going to the board vacancies website at [**Join a Public Board**](https://www.boards.vic.gov.au/) <boards.vic.gov.au>, select the hospital board you are interested in and fill in the application.

For information about applying to a Victorian hospital board, see [board applications](https://www.health.vic.gov.au/board-applications) <https://www.health.vic.gov.au/board-applications> on the Department of Health website.

To learn more about Victorian public hospitals, you can go to [Public hospitals in Victoria](https://www.health.vic.gov.au/hospitals-and-health-services/public-hospitals-in-victoria) <https://www.health.vic.gov.au/hospitals-and-health-services/public-hospitals-in-victoria>.

#### What will I have to do?

With your fellow directors on the hospital board, you will collectively set the “big picture” strategic goals for the organisation aligning with the direction of the broader health system. The board members together also set up systems to make sure that performance can be monitored.

As a director you will work with the CEO (and the executive team) to make sure the organisation is operating in a safe, effective and sustainable manner and achieving the goals the board has set for it.

As a director you need to ask questions and speak up regarding anything you are uncertain about. The ability to have a respectful and robust discussion makes for a well-functioning and informed board.

You will need to:

* Act in good faith, with integrity and no biases
* Act in the best interests of the organisation, Victorian communities, and enable an integrated health system
* Act with reasonable care and skill when making decisions and monitoring the hospital’s activities and performance.

#### Who are you looking for? Do I need special qualifications?

Board directors are selected for their capabilities, encompassing personal and professional skills, knowledge, and experience, which are expected to continue to be develop during their time on the board.

While board directors are based on capabilities, boards are more effective when these capabilities also represent the breadth and richness of the diverse voices of Victorian communities. A diverse leadership of the health system that represents the variety of backgrounds and cultures of Victorian communities enables the vision of achieving the best health, wellbeing and safety for everyone.

To build an empowered and engaged leadership across the health system, the priority areas are First Nations people, people living with a disability, people from culturally diverse backgrounds, people who identify as lesbian, gay, bisexual, trans and gender diverse, intersex, queer and asexual (LGBTIQA+), gender equality and upholding human rights.

#### Who appoints directors to hospital boards?

Public hospital boards make recommendations to the Minister for Health who appoints directors according to the *Health Services Act (Vic) 1988*.

On behalf of the Minister for Health, Victoria’s public hospitals, including multi purpose services and early parenting centres, are looking for people to serve on their hospital board. Directors usually start on 1 July for a period of up to three years.

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#### What’s in it for me?

Public hospitals are important to the local community it serves and to the broader Victorian community to enable the right care, in the right place. In rural areas, it is usually a major employer. It is valued and looked to for help often when people are at their most vulnerable. Being on a hospital board is a way of making a difference and ensuring health care is delivered safely and public money is used to the benefit for all.

As a director you will be doing more than just contributing your time or knowledge. Being appointed to a public hospital board places you in a position of trust. You will play an important role in providing leadership, accountability and integrity in the delivery of health care.

#### How will I be supported?

Public hospital boards are supported by the organisation, the department and **Victorian Public Sector Commission**. There are also collaboration and partnerships with other hospitals across the public health system.

The Department and **Safer Care Victoria** run statewide training on corporate and clinical governance. The **Victorian Managed Insurance Authority (VMIA)** also provide training on risk.

The [**Victorian Healthcare Association**](http://www.vha.org.au) **(VHA)** <www.vha.org.au> as the peak body for Victoria’s public hospitals can also be a resource.

#### How much time will it take?

Boards usually meet 11 times per year (monthly and often in the late afternoon or evening) and have an annual planning day and Annual General meeting. There are also board committees which directors participate. With preparation time, a director should plan to commit a minimum of two days per month, and to attend at least 75 per cent of scheduled meetings.

#### Do I get paid?

Public hospitals and multi purpose services are classified as Class C1 or A5 boards. Refer to the department’s guidance on board remuneration, [Board remuneration and director expenses](https://www.health.vic.gov.au/boards-and-governance/board-remuneration-and-director-expenses), <https://www.health.vic.gov.au/boards-and-governance/board-remuneration-and-director-expenses>

#### Will I be covered by insurance?

All directors of public health boards, who act in good faith, are covered for public liability, professional indemnity and personal accident insurance under a departmental insurance scheme provided by the Victorian Managed Insurance Authority (VMIA).

#### How do I apply?

Board vacancies are usually advertised in late October through to mid November, each year, for directors to start the following year on 1 July. It is a lengthy recruitment process, taking 8-9 months to complete.

To apply, register with [**Join a Public Board**](https://www.boards.vic.gov.au/) <boards.vic.gov.au> and then fill in the application.

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If you would like help understanding this document or would like to receive it in another format please phone 03 9456 3724, using the National Relay Service 133 677 if required, or healthservicegovernance@health.vic.gov.au

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Available at [Applying for board positions](https://www.health.vic.gov.au/board-applications) <https://www.health.vic.gov.au/board-applications>