



searchlight group

executive recruitment & advisory



Melbourne
Primary Care
Network

Board Directors - Candidate Information

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ABOUT NWMPHN

North Western Melbourne Primary Health Network (NWMPHN) is one of 31 primary health networks working to improve integration of health services — particularly for those at risk of poor health outcomes — and to better coordinate care so people receive the right care, in the right place, at the right time.

As an Australian Government initiative, NWMPHN receives Commonwealth and Victorian funding, which it commissions to partner organisations to deliver health care services. While most of these operate within the NWMPHN catchment, the organisation also oversees certain programmes that are statewide or national in scope.

NWMPHN is far more than a funding body. It plays a vital role in identifying service gaps and collaborating with frontline organisations, research bodies and regulators to innovate, co-design and ultimately deliver primary health solutions. The organisation faces local and global challenges — workforce shortages, population changes and cost-of-living pressures — but views these as incentives for adaptation and transformation.

Vision, purpose and values

Vision Healthy people living in healthy communities.	Purpose To transform the health system.	Our aims Improve people's experience of care, health equity, health outcomes, provider experience, and system sustainability.
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Values

Equity	Collaboration	Respect	Innovation
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Strategic priorities

Everything NWMPHN does is directly linked to one or more of its five strategic objectives, aligned to the internationally recognised quintuple aim for health care improvement:

1	Health system innovation and reform To be a trusted partner in building a high-performing and sustainable health care system.
2	Person-centred health care To listen to what people value in their health care and place this at the centre of all that we do.
3	High performing primary health care services To build the capability of primary health care providers.
4	Population health needs and outcomes To generate, translate and share data and evidence about population health needs and outcomes.
5	Organisational excellence and sustainability To work together to build a thriving organisation that is well-governed and financially and environmentally sustainable.

ABOUT THE BOARD

NWMPHN is governed by a skills-based Board of Directors operating under the Melbourne Primary Care Network Constitution and the Corporations Act 2001. All Directors are non-executive and independent — free of any business or other relationship that could materially interfere with the exercise of their independent judgement.

The Board is responsible for the overall governance, management and strategic direction of the organisation, including setting strategic objectives, overseeing risk management, monitoring financial and operational performance, appointing and evaluating the CEO, and safeguarding organisational culture.

The Board works closely with Clinical and Community Councils, Expert Advisory Groups, and a wide range of primary health care stakeholders to ensure its work is connected to the communities NWMPHN serves.

Board renewal 2026

Three current directors have terms expiring on 30 June 2026. Each is eligible to apply for a further three-year term.

The Board is seeking to appoint up to three directors to commence in July 2026, through a process that is open to both incumbent and new applicants.

The Board is seeking directors who can contribute across a range of expertise areas. Priority areas for this cohort have been informed by a Board skills matrix review completed in March 2026, alongside broader consideration of the organisation's strategic context and immediate needs.

Governance and Leadership

<https://nwmpnhn.org.au/about-nwmpnhn/governance-and-leadership/>



DIRECTOR REQUIREMENTS

Priority expertise areas for the 2026 Board renewal

The Board is seeking candidates who bring depth in one or more of the expertise areas below. No single candidate is expected to cover all areas — the goal is to build a complementary cohort that collectively strengthens the Board's capability across these domains.

Legal	Experience in law, regulatory compliance, contract management or governance in a regulated environment. NWMPHN operates within a complex framework spanning the Corporations Act, Commonwealth and Victorian health funding, privacy law and contractual compliance.
Finance and Audit	Financial literacy at board level, including the ability to interrogate financial statements, assess performance, contribute to audit and risk oversight, and support strategic financial planning. A formal qualification (CPA, CA or equivalent) is advantageous.
Digital, IT, Cyber	Board-level understanding of digital health strategy, information management, cyber security risk and data governance. NWMPHN plays an active role in digital health integration across the primary care system, and effective technology oversight is a growing governance responsibility.
Board Leadership	Demonstrated experience as a non-executive director, including committee participation, CEO oversight, and contribution to board-level governance. Experience on boards of comparable complexity — including government-funded, regulated, or not-for-profit organisations — is particularly valued.
Public Health System Knowledge	Understanding of the Australian public health system, primary care policy and reform, and the role of PHNs as system integrators. This may include clinical background, health policy experience, community health service delivery, or experience navigating Commonwealth and Victorian health funding frameworks.

General skills and experience sought. All candidates should be able to demonstrate:

- Demonstrated corporate governance capability, including understanding of directors' duties and willingness to serve on Board committees
- Strategic thinking — the ability to identify and assess strategic opportunities and contribute to oversight of strategy implementation
- Understanding of government policy settings relevant to primary health care and the capacity to align organisational strategy accordingly
- Financial literacy — the ability to analyse financial statements, assess performance and contribute meaningfully to audit and risk oversight
- CEO/executive experience — demonstrated ability to guide, evaluate and hold accountable an executive leader
- Understanding of health policy, economics and sector-level service planning, including knowledge of commissioned services and funding models

Personal attributes

The Board's skills matrix identifies the following behavioural attributes as highly important for all directors:

- Integrity and ethics — transparent, independent of conflicts, and committed to NWMPHN's interests above personal ones
- Passion for NWMPHN's purpose and values — a genuine belief in the 'how' and 'why' of what NWMPHN does
- Collaborative approach — the ability to work as part of a high-functioning board, through and with a CEO
- Critical and strategic thinking — the capacity to distil complex information and identify the issues that matter
- Cultural safety — the ability to embed culturally safe practices into governance and decision-making
- Effective communicator — able to convey views clearly, listen actively and engage constructively with differing perspectives
- Time commitment — available to participate fully in board and committee meetings and organisational activities
- Diversity of thinking — bringing fresh perspectives and alternative approaches to strategic challenges

TIME COMMITMENT

The Board of Directors is responsible for the governance of NWMPHN, ensuring decisions are made in the best interests of the organisation and the communities it serves. While day-to-day operations are led by the CEO, the Board–CEO relationship is a genuine partnership, and active Director participation is both expected and valued.

Board meetings

The Board meets approximately six (6) times per year, excluding planning sessions. Meetings are typically held face to face, with video attendance available in exceptional circumstances. Board papers are circulated seven days prior to each meeting.

Directors are also expected to attend organisational activities and stakeholder events, and to engage with Board and executive management between meetings as required.

Board committees

All Directors are expected to contribute to at least one Board committee. NWMPHN currently operates three standing committees and two councils that play an integral role in guiding their work:

Committee/Council	Meeting Frequency
Finance, Audit and Systems (FAS)	5 times per year
Commissioning Quality and Performance (CQP)	4 times per year
Nominations and Remuneration (NAR)	As required
Clinical Council	As required
Community Advisory Council	As required

Terms of appointment

Appointments are in general for three (3) financial years, subject to Board decision. Directors are eligible for reappointment in accordance with Board policy, subject to a maximum of three (3) consecutive terms (nine years continuous service). Directors who have served nine years become eligible again after a subsequent break of three years. To be eligible for appointment, candidates must be 18 years of age or older, not be an employee of the company, and not have a personal or familial relationship with an officer or employee of the company. Appointed directors are required to complete a National Police Check and Working with Children Check prior to commencement.

Remuneration

All Directors are paid an annual stipend, inclusive of all activities and tasks associated with the role. Stipends are paid monthly through payroll and include superannuation. Salary packaging is also available through the company's outsourced provider, which may be advantageous depending on individual circumstances.

Current stipend rates for 2025/2026 (plus superannuation) are:

- Director: \$23,830.28 per annum
- Deputy Chairperson: \$29,293.81 per annum
- Chairperson: \$52,543.44 per annum

Directors who serve on a Board committee receive an additional stipend loading: committee chairs receive \$3,377.59 per annum and committee members \$2,251.72 per annum (for the Finance, Audit and Systems and Commissioning Quality and Performance committees). All figures are plus superannuation.

Stipends are indexed annually to CPI (capped at 2.5%) and benchmarked externally at least every three years. Reasonable travel and parking expenses for attendance at venues other than the company's usual offices are reimbursable in line with organisational policy.

APPLICATION INSTRUCTIONS

To apply, you must complete a Cover Letter outlining your skills and experience specifically relevant to the desired list of skills identified in this document AND a Curriculum Vitae/Resume. Your application can be uploaded via the link below:

<https://searchlightgroup.com.au/jobs/board-director/>

If you have any questions please contact Michael Holdway on 0400 006 513 or via michael@searchlightgroup.com.au

Recruitment process and key dates:

- Applications close at midnight on Friday 24th April 2026.
- All applications will be acknowledged by email within 48 hours of receipt.
- Preliminary conversations/interviews with Searchlight Group will commence as suitable applications are received.
- Long-listing will take place in mid to late April 2026
- PHN Panel Interviews will be held early to mid-May 2026
- Reference, qualification and probity checks of preferred candidate(s) will take place if you are recommended to the Board for consideration of appointment.
- Candidates will be required to disclose any interests that may affect their ability to perform in the role.

Candidates will be updated on their status at key decision points during the process.

Useful Links

ACNC: <https://www.acnc.gov.au/charity/charities/ca130f53-39af-e811-a961-000d3ad24182/profile>

Commissioning Framework: <https://nwmpnh.org.au/our-work/commissioning/>

Strategic Plan: <https://nwmpnh.org.au/resource/nwmpnh-strategic-plan-2024-2028/>

Conflict of Interest

All applicants will be required to complete a Conflict of Interest Disclosure Statement as part of the application process. Candidates should consider any existing professional, financial or organisational relationships that could give rise to a real or perceived conflict before applying.

