



GREATER
SHEPPARTON

Greater Shepparton Public Health Advisory Committee

Expression of Interest

Contact details for further information:

Contact Officer: Belinda Conna, Team Leader Healthy Communities

Email: Belinda.conna@shepparton.vic.gov.au

Address: 90 Welsford Street, Shepparton

Postal: Locked Bag 1000, Shepparton 3632

Phone: (03) 5832 9700

Fax: (03) 5831 1987

Details to submit application:

EOI - Public Health Advisory Committee

Greater Shepparton City Council

90 Welsford Street

SHEPPARTON VIC 3632

Phone: (03) 5832 9700

Fax: (03) 5831 1987

GUIDELINES AND APPLICATION

PART ONE: INFORMATION FOR APPLICANT

Overview

Greater Shepparton City Council is seeking Expressions of Interest from suitable community members and professionals from local organisations across all sectors of the Greater Shepparton Municipality to participate in the Public Health Advisory Committee.

There are currently a number of vacancies as a new committee is being established during the term of the current Council Plan 2017-2021.

The Public Health Advisory Committee has been established since September 2001.

The functions of this Advisory Committee align with Council's statutory requirements to include community in the development and review of each Public Health Plan and are governed by the Terms of Reference, with key roles outlined in these Guidelines including to:

- Advocate for improved health and wellbeing outcomes
- Promote health and wellbeing across the Municipality
- Promote public health as everybody's business
- Encourage community participation in all levels of decision-making about public health.

This Advisory Committee provides a great opportunity for a collaborative approach to local health and wellbeing issues, risks and effort to maximise health outcomes for individuals and the local community. Some examples of recent projects and programs supported by this Advisory Committee include:

- Development and annual review of the Greater Shepparton Health and Wellbeing Action Plan
- Guidance and support to develop and implement the obesity monitoring project across Primary Schools in Greater Shepparton
- Formation of a collaborative network of community leaders with a focal point for discussion of local health risks and rising health demands impacting on individuals and the whole community.

The Member Appointment Process

The proposed process for the appointment of members will be as follows:

Stage	Detail
Advertisement	An advertisement will be placed on the Greater Shepparton website and Facebook page, together with a supplement in each of the local newspapers; Shepparton News and Shepparton Adviser.
Lodging	Applications are to be received via post, email or fax. <i>Late applications will not be considered.</i>
Expression of Interest Evaluation Criteria	The Committee will evaluate all applicants using the Evaluation Criteria as described herein. Those choosing to submit their application should address the selection criteria as well as providing the Evaluation Panel with any other material they consider to be relevant.
Acceptance of Expression of Interest	Applications that meet the needs of this Committee will be notified and may be invited to further discuss their proposal with Council. Membership will be endorsed at a Council meeting.

PART TWO: ROLE OF ADVISORY COMMITTEE

The committee will:

- Advocate for improvement or changes that impact on health and wellbeing;
- Provide advice to guide the development and annual review of a long term Public Health strategic plan for Greater Shepparton;
- Work in partnership with Council and other stakeholders to develop an annual Implementation Plan;
- Participate in an annual review to capture progress and achievements;
- Analyse and interpret local evidence, health and wellbeing indicators, health status and demographics;
- Identify local public health risks, trends, goals and gaps;
- Develop relevant health prevention strategies in collaboration to address existing or emerging public health and wellbeing issues;
- Encourage a cross-sectoral partnership approach with Council, Department of Health and Human Services and other local health service providers, supporting agencies and community members;
- Share information, knowledge and experiences to benefit local health outcomes;
- Facilitate a collaborative health and wellbeing network.

PART THREE: TERM OF ADVISORY COMMITTEE MEMBER

Members will be appointed for a period of two years.

Members may be removed by Council decision at any time, or following failure to attend three or more meetings.

Members will be eligible for re-election or re-nomination at the conclusion of each term of office.

PART FOUR: PROFESSIONAL EXPERTISE OR INTEREST AREA

The next phase of the Public Health planning will focus on liveability across the age cycle and how liveability aspects impact on individual's quality of life, access to health needs and general wellbeing.

Applicants will be asked to express interest in any or all of the liveability domains that are best suited for their professional expertise, interest or skills.

All domains can be chosen if the applicant has a general interest in each aspect of health and wellbeing.

PART FIVE: APPLICANT FORM

Applicant Information

Name of Applicant:

Business/Organisation/Trading name:

Mailing Address:

Contact telephone number:

Mobile telephone number:

Email address:

Qualifications, Skills and Experience

List details of your relevant qualifications, interest areas, skills and experience that you could bring to this committee:

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Summary of relevant personal interest, knowledge or work experience:

Liveability Indicator:	Please indicate if you have ✓ or do not have ✗ experience in the following areas:				Specific details:
	Professional Knowledge	Participation in decision-making process	Experience of Strategic Plan development	Personal Interest	Please list your relevant personal, group/committee (decision-making) experience or professional knowledge:
Example for Education	✗	✓	✗	✓	School community group member, 2 years
Crime and Safety					
Education					
Employment					
Food and Local Services					
Health and Social Services					
Housing					
Leisure and Culture					
Local Democracy/Social Equality					
Open Spaces/Natural Environment					
Public Transport					
Other... Please list:					

Professional and Personal Referees

Please provide details of professional and personal referees (preferable at least one each):

Professional Referees:

Name:

Position:

Organisation:

Telephone Number:

Name:

Position:

Organisation:

Telephone Number:

Personal Referees:

Name:

Position:

Organisation:

Telephone Number:

Name:

Position:

Organisation:

Telephone Number:

Evaluation Criteria

Applications will be evaluated based on the following criteria:

Evaluation Criteria	Weighting
Evidence of relevant professional skills and knowledge	25%
Evidence of previous experience working in partnership in decision-making processes	25%
Evidence of previous experience or involvement in consultation and/or development of strategic plans, planning frameworks	25%
Evidence of relevant personal interest	25%

Additional Information

The applicant provides (below or in an attachment to this Expression of Interest Application Form) any additional information to be considered relevant:

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SIGNED by or on behalf of the Applicant

Signature:

Name:

Date:.....