

Position Description

Role:	Non-Executive Director – Commercial/Finance Director
Location:	Flexible – candidates are encouraged to apply from Australia or New Zealand
Sector:	Health/Education/Not-for-profit
Frequency:	Board meetings six times a year Finance and Risk Committee six times a year Hybrid participation available
Remuneration:	Unpaid/honorary

Organisational context

HEAL

Health Education Australia Limited (HEAL) is a not-for-profit (with charitable status) organisation which, under the original name of the Victorian Medical Postgraduate Foundation (VMPF), has been providing quality medical education for over 100 years (est. 1920). As VMPF the organisation focused on medical education in the state of Victoria. Today HEAL provides educational opportunities to all health professionals in Australasia.

In 2016 HEAL established the Australasian Institute of Clinical Governance (AICG), which delivers clinical governance education and capability building across Australia, New Zealand and the Pacific Islands.

As HEAL enters its next phase of growth, the Board is seeking to appoint an accomplished Non-Executive Director to contribute to the organisation's strategic direction and governance. This role offers the opportunity to support HEAL's continued development, providing independent oversight, strategic insight, and leadership to help guide the organisation through its next stage of expansion and impact.

Vision:

Improving healthcare through innovative education.

Purpose (Mission):

To deliver education to health professionals and others engaged in the healthcare industry that is collaborative and responds to identified needs.

We do this by identifying opportunities to develop health care education through staff development, industry experience and knowledge of the market.

HEAL fosters the following attributes:

- Our not-for-profit status
- Our autonomy, structural flexibility and adaptability
- Our capacity for national and international reach
- Our multidisciplinary approach

Values:

- **Dedication:**
Passionate and professional commitment to the accountable delivery of high quality improvements in health education
- **Depth:**
Enhancing our knowledge and capabilities to identify opportunities in health education
- **Engagement:**
Embracing collaboration and fostering relationships that benefit the health education sector.

AICG

The AICG is HEAL's core program, it was formed in direct response to an identified need for health professionals to strengthen their skills in clinical governance to reduce the occurrence of adverse events. The decision was influenced by a number of reports, most recently the Victorian Government reports:

- Targeting Zero, a review of hospital safety and quality assurance in Victoria (October 2016, Duckett S., Cuddihy M., Newnham H.) and,
- Safer care saves money: How to improve patient care and save public money at the same time. (2018, Duckett, S., Jorm, C., Moran, G., and Parsonage, H. (April 2018)

As such, we are committed to improving patient safety and quality care across all sectors through health professional development and education programs in clinical governance competencies.

Vision:

Safe and quality care through excellence in clinical governance.

Purpose (Mission):

By empowering healthcare providers through clinical governance education, we improve safety and quality of patient and consumer care.

Key Responsibilities

- Contribute actively to Board oversight of organisational strategy, performance, risk, and culture.
- Provide strategic input and oversight on financial sustainability, including financial strategy, reporting, budgeting, and forecasting.
- Play a key role on the Finance & Risk Committee, including potential succession to Chair.
- Bring strong commercial acumen to Board deliberations on market positioning, partnerships, risk appetite, investment decisions, and revenue diversification.
- Provide constructive challenge and assurance regarding growth strategies, including customer acquisition approaches, pipeline assumptions, and the effectiveness and return on investment of marketing and business development activities.
- Bring an outward-looking, future-focused perspective—identifying emerging opportunities, partnerships, and market shifts to inform the organisation’s next phase of growth.
- Support the Board to ensure that growth and investment decisions are evidence-informed, financially sustainable, and aligned with organisational purpose and independence.

Key Selection Criteria

The Board is seeking an experienced director or senior executive who brings the following:

- Demonstrated experience in commercial strategy, business or corporate development, and organisational growth, ideally within health, education, professional services, or digital/ed tech sectors.
- Strong commercial acumen, with experience in assessing growth opportunities, partnerships, and revenue models, and the ability to provide constructive challenge on assumptions underpinning performance and expansion.
- Strong experience in finance, accounting, audit, investment and/or risk (e.g. CFO, finance executive, audit partner or similar), with the ability to apply this expertise at a governance level.
- Sound understanding of financial governance, risk management, and sustainability in small to medium-sized organisations.
- An appreciation of the health and/or health education environment in

- Australia and/or New Zealand, or the capacity to develop this quickly.
- Demonstrated ability to contribute effectively at Board level, including strategic thinking, sound judgement, and the capacity to influence and challenge constructively.
 - Commitment to HEAL's purpose and to strengthening clinical governance through education.

Candidates based outside Victoria (other Australian states/territories or New Zealand) are particularly encouraged to apply.

How to apply

Please provide the following:

- Attachment 1 – Board Application Form (below)
- A brief covering letter outlining your interest and fit for the role
- Your Curriculum Vitae

Applications and enquiries should be directed to:

Professor Harvey Newnham, Chair HEAL Board
Email: hnewnham@heal.edu.au
Mobile: +61 418 365 483

Applications close: 1 May 2026

Attachment 1: BOARD APPLICATION FORM

Please complete the following application form to be considered for the Board of Directors of Health Education Australia Limited (HEAL).

Name: (Given, middle & surname)		
Country and place of birth: (Response is optional)		<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other
Private address:	Postcode:	
Postal address:	Postcode:	
Telephone number/s: (Indicate preferred contact)	<input type="checkbox"/> Business <input type="checkbox"/> Private <input type="checkbox"/> Mobile <input type="checkbox"/> Other	
Email address:		
Formal qualifications:		
Current employment (if any):		
Key areas of expertise:		
Other areas of expertise:		
Are you currently a member of a board?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate type of board: <input type="checkbox"/> Healthcare facility <input type="checkbox"/> Education facility	
