



Position Description

Community Advisory Council Member

This form contains details about the role and duties of the above position.

Role

The Women and Newborn Health Service (WNHS) Community Advisory Council (CAC) is an advisory council that provides a voice to consumers, carers and the community and works in collaboration with WNHS to ensure health care delivery meets the needs of all Western Australians who receive the services. The CAC assists WNHS to review, evaluate and monitor systems, audit processes and programs by advocating for the communities they represent and participating in improvements initiatives. It is also expected that members would promote and develop links for consumer, carer and community engagement across WNHS.

Key duties

1. Regular attendance at monthly CAC meetings
2. Attendance at subcommittees and / or working parties and available and willing to participate in special projects, as required.
3. Complete allocated tasks outside of meeting times as required, on a regular basis.
4. Undertake CAC business as allocated by the Chairperson.
5. CAC members will attend an organisational orientation and ensure they have full knowledge of their Terms of Reference.

Selection criteria

1. Ability to represent consumers of WNHS and to participate fully in the work of the CAC
2. Demonstrated communication skills and ability to work respectfully with others
3. Interest in improving women's health services
4. Awareness of issues experienced by different groups in the WA community (eg age, culture, location, disability)
5. An understanding of the need for confidentiality in relation to the CAC and demonstrates integrity

Appointments will be conditional on:

- a. Criminal Screening in accordance with WNHS organisational policy
- b. signing of confidentiality agreement
- c. declaration of any conflict of interest
- d. willingness to work within the parameters of WNHS policies