

Position Description – Change Management Lead (Flinders HealthCARE Centre (FHC))

Updated 08 October 2026

POSITION DETAILS

College/Portfolio	College of Health and Enablement
Organisational Unit	College Executive
Supervisor (Title)	Program Director, Flinders HealthCARE Centre (FHC)
Classification	Higher Education Officer Level 9
Employment Type	Fixed-term, full-time

POSITION SUMMARY

The Flinders HealthCARE Centre (FHC) is a multidisciplinary education, research, and healthcare facility located at the heart of Flinders Village and co-funded by the Australian Government and Flinders University. Scheduled to open in 2029, FHC will support the delivery of approximately 1,300 additional health graduates and up to 10,000 additional episodes of health and community care annually, bringing together education, research, and health and community services to enable new models of care, innovative use of technology, and transformative learning. To support the transition from construction to operational readiness and ensure the facility opens safely, effectively, and in alignment with approved objectives, timelines, and available resources, a dedicated Activation Program has been established.

Under broad to generally unguided direction, the Change Management Lead (FHC) is responsible for leading and delivering end-to-end change management services and activities that support the successful implementation of FHC Activation Program to impacted audiences across the University. The Change Management Lead (FHC) will create and execute comprehensive change management strategies aligned with the Activation program and organisational objectives, develop fit-for-purpose change management plans, and partner with and manage stakeholders at all levels.

This position supports the Activation Program by translating strategic change management direction into executable plans, driving and implementing change activities to ensure successful transitions, encompassing engagements, communications, learning, readiness and adoption activities. The Change Management Lead (FHC) will work collaboratively with key stakeholders to support change management and communication in order to achieve the desired business outcomes.

Reporting to the Program Director, FHC, the Change Management Lead (FHC) will also work closely with the Associate Director, Change and Strategy, in the People and Culture portfolio to ensure change strategies and plans align with the organisational objectives and the University's Change Management Framework. The role will bring significant experience and sound knowledge in change management and communication, with the ability to foster cultural alignment during the transition into the new Flinders HealthCARE Centre building.

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UNIVERSITY EXPECTATIONS AND VALUES

All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:

- demonstrate commitment to the University's values of Integrity, Courage, Innovation and Excellence
- demonstrate consistent alignment with the University's strategic priorities through daily decisions, teamwork and behaviours that reinforce the strategic intent.
- contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members, if required, and undertaking other key responsibilities or activities as directed by one's supervisor;
- promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;
- perform their responsibilities in a manner which reflects and responds to continuous improvement; and
- familiarise themselves and comply with the University's *Work Health and Safety, Injury Management and Equal Opportunity* policies.

Flinders University is committed to providing a safe, respectful and inclusive environment, free from gender-based violence. Appointment to this role is conditional on the completion of required pre-employment checks and declarations, each of which must be satisfactory to the University. This includes a Gender-Based Violence declaration, in accordance with the National Higher Education Code to Prevent and Respond to Gender-Based Violence (2025), and a Nationally Coordinated Criminal History Check.

KEY POSITION RESPONSIBILITIES

The Change Management Lead (FHC) is responsible for:

1. Leading day-to-day change management programs by developing comprehensive plans and delivering activities to ensure the successful implementation of change initiatives for the FHC Activation Program.
2. Developing and executing comprehensive change management strategies that align with organisational objectives and the University's Change Management Framework for the delivery of the FHC Program.
3. Overseeing, gathering and analysing data, assessing the impact of change, recommending interventions and mitigations, and providing insights to help informed decision-making.
4. Creating and delivering tailored change management plans and required supporting plans such as Communications and Engagement Plans.
5. Building and maintaining trusted relationships with key stakeholders, which includes providing guidance, addressing their needs and concerns, and assisting leaders to be the 'face of the change' through practical and strategic change management techniques.
6. Leading, delivering, and monitoring engagements to ensure regular, meaningful opportunities for stakeholders and impacted groups that enable buy-in, builds understanding, and support early adoption.

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7. Leading, actioning, and monitoring high-quality, timely, and relevant communications and materials for stakeholders and impacted groups.
8. Providing specialist knowledge to lead or identify learning requirements and leading (where applicable) the successful delivery of learning programs and materials for impacted groups.
9. Conducting strategic readiness and adoption activities to ensure stakeholders and impacted groups are prepared to receive and adopt the change both before and after the transition
10. Ensuring alignment to the overall project strategy, timeline and governance structures including change guidance and recommendations, reporting, and risk management.
11. Undertaking other duties aligned with the role's level and capabilities as reasonably directed by the Supervisor and/or the University.

KEY POSITION CAPABILITIES

- Postgraduate qualifications and extensive relevant experience, or an equivalent combination of experience and/or education and/or training.
- Broad to extensive experience in leading and delivering successful change management programs and services across entire project lifecycles.
- Broad to extensive experience in overseeing and undertaking change impact analysis and creating fit-for-purpose change management plans for impacted groups.
- Broad experience in leading and overseeing project and change management resources to deliver change management activities.
- High level interpersonal, influencing and relationship management skills with broad to extensive experience in building trusted and influential relationships with stakeholders and effectively guiding and supporting them and impacted groups through diverse levels and types of change.
- Broad to extensive experience in leading and facilitating engagements at all levels, developing high-quality communications, and overseeing and conducting learning, readiness, and adoption activities.
- High level written and verbal communication skills.
- Broad to extensive experience in fostering agile ways of working to achieve successful outcomes.
- *Holds a Prosci Certified Change Practitioner certification or an equivalent, recognised change management qualification (Desirable).*

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