



CHIEF EXECUTIVE OFFICER
JOB & PERSON SPECIFICATION
FEBRUARY 2010



POSITION DESCRIPTION CHIEF EXECUTIVE OFFICER WORKCOVERSA

BACKGROUND INFORMATION

WorkCoverSA Overview

WorkCoverSA is funded by employers to manage a balanced and financially sound system that rehabilitates, compensates and returns injured workers to safe workplaces and the community.

The South Australian scheme is a no-fault scheme established under the *Workers Rehabilitation and Compensation Act 1986* (WRCA).

WorkCover began operations in 1987 and is constituted as a statutory authority under the *WorkCover Corporation Act 1994* with a board appointed by the Governor on the recommendation of the Minister for Industrial Relations.

WorkCover manages the Scheme as a benefit to :-

- all registered employers and their workers (there are approximately 50,000 employers that are now required to register. Registered employers employ some 430,000 South Australians);
- about 70 self-insured employers, plus the South Australian public sector, which manages its own claims and associated liabilities in accordance with the Act;
- the South Australian community.

There are about 20,000 claims each year from workers employed by registered employers and about 12,000 claims each year from workers employed by self-insurers. About 77% of injured workers either do not lose time off work, or return to work within two weeks after injury

The purpose of South Australia's workers rehabilitation and compensation scheme is to provide protection to workers and employers in the event of workplace injury. If a worker is hurt at work, or made ill because of their work, WorkCoverSA aims to support and rehabilitate that person so that they can return to work, their family and community.

WorkCoverSA works with its sole claims agent (Employers Mutual), health care providers, employers, workers and their representatives to administer the WRCA and manage the Scheme for all South Australians.

Recent reforms and current operating environment

The WorkCover Scheme has undergone significant change in the last five years starting with the transfer (in 2006) of occupational health, safety and welfare administration from WorkCover to SafeworkSA and the implementation of radical reforms to the agent and legal contracts which created new and strategic partnerships that have delivered considerable savings and better outcomes for the Scheme.

The refocusing of the Scheme on its core objective of return to work has been a key focus during this time. Fostering a return to work culture is a paramount to the success of the Scheme and there are now better incentives for return to work with the claims agent, proper return to work measures, stronger community awareness of the importance of return to work, a focus on improving the quality of case management and an innovation fund that has been set up to improve return to work outcomes.



POSITION DESCRIPTION

More recently (in June 2008), Parliament passed the most significant reforms to the South Australian workers compensation legislation since the Scheme's inception. These reforms were designed to bring the South Australian scheme into alignment with schemes in other states, and to provide more effective incentives for returning injured workers to work. The reforms were designed to improve the operational performance and, in turn, financial performance of the Scheme, assisting in the return of the Scheme to a full funding position over 6-7 years. While the reforms have now been implemented, ongoing attention will be required to ensure the expected benefits will be realised.

WorkCover will also be replacing its core legacy information technology systems this financial year. This \$40 million project is one of the largest ICT projects in South Australia at the moment and is essential for ensuring effective business continuity and efficient operations.

Our strategic partnerships include Employers Mutual (our sole claims agent), Minster Ellison (principal legal provider) and SafeworkSA (with respect to the link between prevention of injury and compensation).

The SA scheme has traditionally been one of the nation's most expensive schemes for employers with below average return to work performance. While there have been recent signs of improvement including liability releases for the third consecutive period, a continued focus on improving the performance of the Scheme will be vital.

This is an exciting time as WorkCover continues to lead a range of activities aimed at delivering a more sustainable Scheme in the long term with a continued focus on building the return to work culture that is required in South Australia.

WorkCover's strategic plan 2008-11

Our mission - WorkCoverSA is funded by employers to manage a balanced and financially sound system that rehabilitates, compensates and returns injured workers to safe workplaces and the community.

Our vision - Best possible recovery, faster return to work

For more detail on our strategic plan visit www.workcover.com

Our organisation

WorkCover employs 286 people (272 FTEs). There are five key business groups that are overseen by the Executive Management Team. They are :-

- Partnerships and Performance;
- Finance and Revenue;
- Corporate Affairs and Strategy;
- People and Culture;
- ICT.

The organisation has an annual revenue of about \$650m, an operating budget of approx \$55m and outsourced contracts to the value of \$68.5m. WorkCover also has an investment portfolio of \$1.3b.



The WorkCover Board

The WorkCover Board is responsible for providing strategic oversight of WorkCover's performance, setting policy direction for key strategic issues, undertaking strategic thinking, and reporting to the Minister and Government. The Board meets regularly and has one strategic session each year. Board committees also meet on a regular basis and are answerable to the Board. Current WorkCover Board committees are :-

- Board Workplace Injury Committee;
- Board Regulations Review Committee;
- Board Human Resources Committee;
- Board Audit and Risk Committee.

The Minister for Industrial Relations

The Minister for Industrial Relations, the Hon. Paul Caica has responsibility for WorkCover and SafeworkSA.



THE ROLE

Summary

The CEO is responsible to the WorkCoverSA Board for implementing its policies and decisions, managing the Corporation's business efficiently and effectively and delivering improved Scheme outcomes.

Key outcomes

Ensuring improved return to work outcomes

Delivering the benefits of legislative reform as detailed in the Benefits Realisation plan in order to deliver a fully funded Scheme and reduced Levies for Employers.

Improving the satisfaction of Injured Workers and Employers

Responsibilities and accountabilities

1. Provide the organisation and scheme participants with strong and dynamic leadership;
2. Ensure that appropriate corporate governance policies, practices and procedures are implemented;
3. Deliver the 2008 – 2011 Strategic Plan;
4. Lead the development of a new 5 year Strategic Plan which builds upon the recent reforms;
5. Ensure that all Scheme participants are aware of the importance of Return to Work and are implementing best practice;
6. Ensure that the Claims Agent and Legal provider contracts are governed through best practice outsourcing arrangements and aligned incentives;
7. Ensure that Scheme Finances and Investments are managed appropriately;
8. Develop appropriate fee and incentive structures for Healthcare and Vocational Rehabilitation Providers;
9. Oversee appropriate regulation of Self Insured Employers;
10. Build strong and productive relationships with Strategic Partners (Employers Mutual, Minter Ellison and SafeWorkSA) and key Stakeholders (WorkCover Ombudsman, Medical Panels SA, Unions, Employer Associations, SISA and Injured Worker support groups);
11. Provide high quality support and advice to the Minister for Industrial Relations.



THE ROLE

Priorities for the next 12 – 24 months

1. Deliver Work Capacity and Return to Work targets in Benefits realisation plan;
2. Improve stakeholder satisfaction in partnership with Employers Mutual;
3. Advise Board and Minister on decision regarding the future of the Employers Mutual contract – *extension v tender v in sourcing* – and implement decision;
4. Lead the tender process for the Legal contract;
5. Deliver next round of Return to Work Fund initiatives;
6. Align retraining efforts with South Australia's skill shortages;
7. Maximise benefits of new IT systems;
8. Improve staff engagement within WorkCover;
9. Implement next stage of staffing plan;
10. Support the Minister as requested in the Government's review of the legislative reforms.



HOW TO APPLY

Applications in Word format only should be forwarded to Andrew Reed by e-mail to 12373@hender.com.au

Telephone enquiries are welcome on (08) 8100 8836.

Please note

Your application will be automatically acknowledged by a return e-mail.