



Position	Board Director – Clinical Care (Voluntary)
Organisation	Caladenia Dementia Care (Caladenia)
Reporting to	Board Chair
Location	Hybrid meetings – In person and virtual, 11 Hilledge Lane, Mooroolbark
Date	August 2025
Remuneration	Voluntary with reimbursement for reasonable out of pocket expenses
Meetings	<p>The Board holds up to 6 ordinary meetings per year, plus a strategic planning day and AGM.</p> <p>Board Committees meet at different frequencies, based on need are:</p> <ul style="list-style-type: none"> • Care Governance and Risk • Governance • Finance • Strategy
Enquiries	<p>Sarah Yeates, CEO</p> <p>9727 2222</p> <p>sarah.yeates@caladenia.com.au</p>

Organisation Overview

Founded in 1983 by Trish Maggs OAM, Caladenia Dementia Care began as a volunteer-led day service to support people living with dementia and their carers. Today, we operate six days a week from our purpose-built facility in Mooroolbark, delivering both on-site and community-based programs.

We provide respite and activity programs to around 100 people living with dementia each week, along with support groups and programs for family carers. Caladenia is funded through the Commonwealth Home Support Program (soon to transition to the Support at Home Program) and also delivers services via the NDIS, Home and Community Care for Younger People program, and Home Care Packages.

With 22 staff, 40 volunteers, a solid financial foundation, and a strong reputation in the sector, Caladenia is well positioned for growth and innovation as we navigate significant aged care reforms.

[Our Strategic Plan can be accessed here.](#)

Mission

Our mission is to empower people with dementia and their families and carers, throughout Melbourne, to live their fullest lives by providing flexible, personalised social and recreational activities, information, respite and advocacy.

Values

- We believe in the intrinsic value of everyone who comes through the door. Each individual matters and deserves to live as full a life as possible.
- We prioritise dignity and respect.
- We strive to deliver high-quality, flexible, personalised care and support.
- We are invested in the work that we do. We work hard, with grace and humility.
- We work as a team, supporting and showing kindness to each other.
- We always act with honesty, transparency and integrity.
- We value our connection and faithfulness to Caladenia's founder and original ideals.
- We believe in growing Caladenia responsibly.
- We innovate together, drawing on input from all our stakeholders.
- We are committed to being a voice for people with dementia.

Vision

To be the recognised care and support model for people with dementia and their families and carers, with a wide range and reach of flexible, personalised services – ‘a Caladenia everywhere’ across greater Melbourne, changing the way governments and the community think about dementia.

Position summary

The Board Director, Clinical Care, is a member of the Caladenia Board and shares collective responsibility for the overall governance of the organisation and to support and oversee the CEO in delivering the strategic plan. This includes setting strategic direction, ensuring financial sustainability, overseeing risk, and monitoring performance in line with Caladenia's vision, mission, and values.

In addition to the responsibilities of all Directors, this role brings recognised clinical qualifications and expertise to strengthen the Board's oversight of clinical governance, quality and safety, and compliance with legislative and regulatory requirements. The

position provides informed, independent judgement on matters relating to clinical care and contributes actively to the work of the Clinical Care Governance Committee.

Key responsibilities and expectations

Leadership and governance

- Actively contribute to effective Board meetings, ensuring productive, well-informed decision-making.
- Maintain focus on Caladenia's mission, vision, values, and strategic objectives.
- Ensure the organisation meets its legal, ethical, and fiduciary obligations.
- Foster a culture of integrity, accountability, and transparency.
- Promote strong Board–management relationships and team cohesion.

Strategic leadership

- Contribute to developing, implementing and monitoring the progress of the organisation's strategic plan, ensuring alignment with goals and purpose.
- As per the Director's area of expertise, ensure the CEO and board is aware of and considers emerging strategic matters that are potential risks and opportunities.

Clinical governance

- Provide strategic oversight of clinical care quality, safety, and risk management, ensuring compliance with the Aged Care Quality Standards and relevant legislation.
- Monitor and evaluate clinical performance indicators, consumer feedback, and incident trends to support continuous improvement in care outcomes.
- Champion a culture of person-centred, evidence-based care that promotes dignity, respect, and wellbeing for residents living with dementia.
- Ensure robust clinical governance frameworks, policies, and reporting systems are in place and operating effectively to safeguard residents and staff.

Board and Committee meetings

- Serve on Board Committees as assigned, contributing expertise and leadership.
- Contribute to informed and timely decision making both at board meetings and in response to out-of-session decision request circulars.

Financial oversight

- Monitor financial performance, sustainability, and compliance.
- Support fundraising, business development, and strategic growth initiatives.

Risk management

- Identify and monitor potential risks to Caladenia's strategy, operations, financial sustainability, reputation, and service quality.
- Oversee and contribute to the effectiveness of the organisation's Risk Management Framework.
- Ensure headline and emerging risks are promptly identified, escalated, and managed appropriately.
- Support the implementation of continuous improvement plans to meet ACNC, ASIC, accreditation, and other regulatory standards.

Sector knowledge, engagement and advocacy

- Apply sector knowledge and expertise to help strengthen governance and strategic direction.
- Represent Caladenia to members, stakeholders, government, funders, and the community, as appropriate.
- Advocate for Caladenia's mission, values, and dementia care model.
- Foster partnerships and networks to advance organisational goals.

People and change

- Ensure the board monitors internal and external change management.
- Oversee the CEO's people focus by ensuring that appropriate workforce data is identified to monitor engagement, capabilities, turnover etc.

Training and development

- Participate in board training and development activities to enhance skills and knowledge.

VI. Qualifications, experience and competencies

We value diversity and aim to reflect the communities we serve in our Board composition. We encourage applications from people of all backgrounds, abilities, and lived experiences.

Mandatory

- Recognised clinical qualification (nursing, allied health, or other relevant health profession).
- Experience in clinical governance, quality and safety systems, and regulatory compliance.

Desirable

- Skills and experience related to:
 - Sound understanding of aged care reforms, health or not for profit sectors.
 - Extensive senior leadership and/or governance experience.
 - Governance qualifications, GAICD or equivalent.
 - Understanding of aged and dementia care and person-centred service delivery.
 - Familiarity with contemporary risk management approaches.
 - People, culture and organisational development.
 - People with a lived experience of dementia, Aboriginal and Torres Strait Islander, LGBTIQ+, multicultural backgrounds.
- Excellent communication skills and ability to work effectively with diverse groups of people.
- Commitment to Caladenia's mission, values and Code of Conduct.
- Willingness to undergo national police check, Director ID, Aged Care key personnel check, and NDIS worker screening.

Time Commitment

- Board meetings and Committee participation as required.
- Preparation time for meetings.
- Additional time for strategic, advocacy, or stakeholder engagement as needed.

Term

As per Caladenia's Constitution:

- A Board member may serve up to nine years (three consecutive three-year terms), with re-election at the end of each term.
- Any extension beyond nine years requires Board approval.