

Chief Wellbeing Officer

Senior Staff Contractor

POSITION NUMBER	Insert 000000
ORGANISATIONAL UNIT	Enterprise and Digital Portfolio
POSITION REPORTS TO	Deputy Vice-Chancellor, Enterprise and Digital
OVERALL PURPOSE	<p>The Chief Wellbeing Officer provides strategic leadership for Victoria University’s holistic wellbeing, equity and inclusion agenda. This role is responsible for designing and implementing proactive frameworks, programs and policies that enable students and staff to thrive, participate equitably, and feel a genuine sense of belonging. The position oversees the integration and continuous improvement of services that support wellbeing and safety, including the University’s response to gender-based violence, ensuring these values are embedded across governance, operations and community life.</p> <p>As a senior leader and subject matter expert, the Chief Wellbeing Officer advises the Executive and University Council on wellbeing, equity and inclusion strategies.</p> <p>The role drives major change initiatives, ensures compliance with national standards, and fosters a culture of continuous improvement and measurable impact.</p> <p>To be successful, the Chief Wellbeing Officer will focus on building strong partnerships with internal and external stakeholders, championing innovation, and aligning wellbeing priorities with the University’s strategic objectives.</p>
ORGANISATIONAL CONTEXT AND RELATIONSHIPS	<p>Within the University, the position:</p> <ul style="list-style-type: none"> ◆ Works closely with the Wellbeing Office, Chief HR Officer, Chief Student Officer and Registrar and other colleagues within the Enterprise and Digital Portfolio leadership team. ◆ Works with all colleagues within the Enterprise and Digital Portfolio, Chief Risk Officer, General Counsel and The Office of the Vice-Chancellor. ◆ Supervises the Wellbeing Office leadership team.
LOCATION/CAMPUS	The position is currently located at the Footscray Park Campus of the University and will be required to travel between campuses. The position and incumbent may be relocated to any other existing or future University work locations where it conducts its operations.

KEY CAPABILITIES

Victoria University is committed to building core capability across VU through investment in our staff, our systems and our processes. We will develop the capabilities of our staff to:

Deliver – Excellence results-driven, accountability, problem solving focus.

Engage – Customer service mind-set internally, externally and particularly for students.

Collaborate and Partner – Build successful relationships, communicate effectively, influence and negotiate.

Innovate – Entrepreneurship, growth, continuous improvement, digital transformation.

Lead – Inspire direction, lead change, manage and develop people.

OUR ORGANISATION

Victoria University (VU) is a dual sector (higher education and TAFE) tertiary institution based in Melbourne, Australia. VU has academic colleges, each covering a broad discipline of study, and several research institutes and research centres. The University has campuses in Melbourne's CBD and western region, and in Sydney and Brisbane. It also offers courses at partner institutions throughout Asia. Over 50,000 students, including around 18,000 international students, study VU courses worldwide. In 2016, VU celebrated its 25th anniversary as a university, which also marked its 100 years as an educational institution.

Commitment to Protecting Country:

Victoria University honours its deep diversity as a foundation for collaboration and social progress. We will demonstrate sensitivity in respecting First Nation perspectives. We will ensure that we respect our Indigenous voices and commit to sustainable Protecting Country. We will take leadership responsibility, in all that we do, to improve the health and wellbeing of our local and global communities, and the planet that we share.

Commitment to Diversity and Inclusion at VU:

Victoria University believes that diversity of the workforce adds value to the University and creates a stronger, richer working environment for everyone. We are committed to making reasonable adjustments to ensure that our employees have positive, barrier-free work environments that accommodate their access needs. Employees who require adjustments are encouraged to discuss their needs with their line manager.

MAJOR TASKS AND ACCOUNTABILITIES

Strategic Leadership and Integration

- ◆ Set and drive the university-wide vision for wellbeing, equity and inclusion, ensuring alignment with VU's Strategic Plan, the Progressive Inclusivity Framework and Protecting Country commitments.
- ◆ Lead and integrate wellbeing, safety and belonging for students and staff into a cohesive, high-impact portfolio.
- ◆ Champion a "One VU" approach, breaking down silos and fostering collaboration across academic, professional and student services.
- ◆ Showcase VU as a leader in the sector and a preferred employer by championing wellbeing initiatives.

Wellbeing, Safety and Belonging

- ◆ Oversee the design, delivery and evaluation of programs and services that support student and staff wellbeing, including VU Thrive, VU Sport, counselling, advocacy, welfare and accessibility initiatives.
- ◆ Ensure the provision of safe, inclusive and accessible environments in collaboration with relevant stakeholders – physical, digital and cultural – for all members of the VU community.
- ◆ Lead the University's response to the National Code for the Prevention and Response to Gender-based Violence and other legislative obligations, ensuring compliance, best practice and sector leadership.

Equity, Inclusion and Progressive Inclusivity

- ◆ Drive the implementation of the Progressive Inclusivity Framework, ensuring that respect, belonging and shared purpose are embedded in all aspects of university life.
- ◆ Oversee the development and delivery of action plans for cultural inclusion, disability inclusion,

LGBTQIA+ pride and mental health.

- ◆ Advance decolonising practices and culturally safe environments for First Nations and diverse communities.
- ◆ Ensure active living and wellbeing initiatives (e.g. VU Thrive) for students and staff are accessible, inclusive, and aligned with VU's wellbeing and equity goals.

Data, Evaluation and Continuous Improvement

- ◆ Establish robust frameworks for measuring impact, evaluating programs, and reporting on wellbeing, equity and inclusion outcomes.
- ◆ Use data and evidence to inform decision-making, drive continuous improvement and demonstrate progress to internal and external stakeholders.

Partnerships, Engagement and Advocacy

- ◆ Build and maintain strong partnerships with students, staff, lived experience networks, community organisations and sector leaders.
- ◆ Represent VU in external forums, advocating for progressive approaches to wellbeing, equity and inclusion.
- ◆ Lead and support campaigns, events and initiatives that foster a vibrant, connected, and supportive university community.

Governance and Compliance

- ◆ Ensure all portfolio areas meet legislative, regulatory and reporting requirements, including those related to the National Code, child safety and anti-discrimination.
- ◆ Provide regular briefings and reports to the Executive, Council and relevant committees on wellbeing, equity and inclusion.

MAJOR CHALLENGES & OPPORTUNITIES

The incumbent will be required to act independently, to develop strategies and policies and establish procedures, which ensure effective and efficient delivery of quality services to the VU community. The incumbent will be required to work effectively in an often-changing environment and to respond to relevant issues with creativity and resourcefulness. The incumbent's knowledge and vision to utilise technology to deliver measurable efficiencies to VU and valued services to students and staff will be a critical component of success in this role.

The major challenges and opportunities include:

- ◆ Bringing together disparate functions (counselling, advocacy, accessibility, active living) under a "One VU" approach will require structure, governance and change management to avoid duplication and gaps.
- ◆ Embedding the Progressive Inclusivity Framework and Protecting Country commitments across academic and professional areas involves mindset shifts, role-modelling and sustained engagement, especially amid competing priorities.
- ◆ Meeting complex compliance and regulatory obligations such as the National Code for the Prevention and Response to Gender-based Violence, child safety standards, anti-discrimination and related laws, which require coordinated policies, training, case management, reporting, and continuous improvement.
- ◆ Advancing VU's unique and award-winning active living and wellness program (thrive*) across all campuses.
- ◆ Oversighting the effective utilisation of the university's sports and recreational facilities and ensuring programs meet the wellbeing needs of staff, students and the community.
- ◆ Ensuring campuses, platforms, and programs work for diverse needs (disability, LGBTQIA+, CALD, First Nations, international cohorts, staff and students) demands end-to-end accessibility, universal design and culturally safe practices.

- ◆ Meaningful engagement with students, staff, First Nations communities, unions, sector bodies and local organisations.
- ◆ Delivering enterprise transformation (and expanding services like active living or mental health supports) within constrained funding, while maintaining exceptional frontline service quality.
- ◆ Supporting staff capability and wellbeing in high-intensity environments. Teams working with trauma, crisis, and complex cases face burnout risk. Building capacity (supervision, training) and psychological safety is crucial to service quality and retention.

KEY SELECTION CRITERIA

Essential

1. Tertiary qualification in a relevant discipline such as public health, psychology, social work, education, law, or another field aligned with wellbeing, equity or inclusion.
2. Demonstrated senior leadership experience in wellbeing, equity, inclusion, or related fields within a large and complex organisation, preferably in higher education or the public sector. Proven ability to lead multidisciplinary teams and drive cross-organisational collaboration.
3. Proven track record in developing, implementing and evaluating strategic frameworks, policies and programs that advance wellbeing, safety, equity and inclusion at an enterprise level. Experience leading major change management initiatives and delivering measurable outcomes.
4. Deep understanding of contemporary best practice in wellbeing, mental health, equity, inclusion and belonging – including trauma-informed, intersectional and culturally safe approaches. Demonstrated ability to apply this expertise to policy, program design and service delivery.
5. Highly developed skills in engaging, influencing and collaborating with a wide range of stakeholders, including students, staff, lived experience networks, First Nations communities and external partners. Experience building and sustaining partnerships that drive positive cultural change.
6. Experience overseeing the design, delivery and evaluation of complex programs and services, such as active living, student support, accessibility and wellbeing initiatives. Ability to ensure services are accessible, inclusive and responsive to diverse community needs.
7. Strong project management skills, including the ability to plan, resource, deliver multiple initiatives simultaneously, manage budgets, and ensure accountability for outcomes.
8. Comprehensive knowledge of relevant legislation, regulatory frameworks and compliance requirements (e.g., National Code for the Prevention and Response to Gender-based Violence, child safety, anti-discrimination). Experience ensuring organisational adherence to legal and sector standards.
9. Demonstrated ability to establish and maintain robust frameworks for data collection, analysis and reporting. Experience using data and evidence to inform decision-making, drive continuous improvement, and demonstrate impact to internal and external stakeholders.
10. Outstanding written and verbal communication skills, with the ability to influence, advocate and present complex information to senior leaders, Council and external audiences. Experience leading campaigns, events, or initiatives that foster engagement and cultural transformation.
11. Demonstrated commitment to the values of equity, inclusion, respect and continuous improvement. Ability to model and champion these values as a senior leader, fostering a positive and inclusive organisational culture.

Desirable

12. Relevant tertiary education qualification.
13. Experience working in a senior leadership capacity within a university, TAFE, or public sector environment, with a strong understanding of the unique challenges and opportunities in these

settings.

14. Proven ability to lead complex organisational change initiatives, including the integration of diverse teams and services and the successful delivery of transformation projects that align with strategic priorities.
15. Familiarity with the National Code for the Prevention and Response to Gender-based Violence, as well as other relevant sector standards, frameworks and best practice guidelines in wellbeing, equity, and inclusion.
16. Demonstrated experience working in partnership with First Nations peoples and communities, as well as with culturally and linguistically diverse, LGBTQIA+, and other equity-seeking groups, to advance culturally safe and inclusive practices.
17. Demonstrated personal commitment to wellbeing and active living, supported by lived experience.
18. Proven track record of achieving high-impact outcomes and overcoming challenges to deliver results.