



Voluntary Assisted Dying

Voluntary Assisted Dying Commission

Expressions of Interest Information

Role of the Commission

The Voluntary Assisted Dying Commission (the Commission) is established under the *End-of-Life Choices (Voluntary Assisted Dying) Act 2021* (the Act) and is a regulatory body reporting directly to the Minister for Mental Health and Wellbeing. Its primary role is to oversee the operation of the Act.

Its key responsibilities include:

- monitoring and reporting on the operation of the Act;
- providing assistance to persons who want to access voluntary assisted dying;
- issuing authorisations and approvals as required by the Act;
- reviewing applications and decisions as specified within the Act;
- maintaining documentation as required by the Act;
- making and approving procedures, policies and guidelines in relation to the operation of voluntary assisted dying, as specified in the Act;
- distributing information regarding the functions of the Commission and the operation of the Act;
- investigating, reporting and making recommendations on matters relating to the operation or administration of the Act;
- communicating concerns about compliance or non-compliance with the Act; and
- other functions that may be prescribed.

The Commission is supported by state service employees as considered necessary to assist the Commission in the performance of its functions. Neither the Commission nor its members are subject to the control or direction of the Minister (except as specified in the Act).

Role of Commission Members

Commission members will collectively exercise the functions and powers of the Commission, with three members of the Commission constituting a quorum. Individual Commission members or staff may also exercise functions and powers of the Commission as may be delegated by the Commission from time to time.

The Act specifies that one Commission member shall be the chairperson of the Commission and the Executive Commissioner. Another Commission member shall be the Deputy Executive Commissioner whose role is to act as the Executive Commissioner when the Executive Commissioner is absent from duty or from the State.

Commission members should expect to be called on to act as spokespeople in relation to voluntary assisted dying from time to time.

Time

Remuneration is based on approximately 0.5 days per week for the Deputy Executive Commissioner.

It should be noted that, in addition to regularly scheduled activity, some significant work of the Commission will be required to be responsive to demand, and may be scheduled at short notice.

Location

The Commission will be based in Hobart but applicants from around the State and country are encouraged to apply.

Applicants from outside Hobart must be prepared to travel to Hobart, or other locations as required, as there will be regular circumstances in which the Commission is required to meet in person.

This may occur at short notice and may occur in locations other than Hobart as appropriate in the circumstances.

Remuneration

In accordance with the *Tasmanian Government Board Fee Policy*, the Deputy Executive Commissioner will be remunerated \$25,189 per annum, with travelling and other allowances to be determined. Provision will be made for additional remuneration if time required exceeds that anticipated.

Length of Appointment

To be confirmed with successful appointees. It is anticipated the appointment will be for a period of three years.

Key dates

Expressions of interest close	29 November 2024
Assessment and development of recommendations	December/January 2024
Government approvals and offers	February 2025
Announcement of Deputy Executive Commissioner	March 2025
Appointment commences	1 May 2025

Voluntary Assisted Dying Commission Appointments

Members of the Commission are appointed jointly by the Minister for Mental Health and Wellbeing and the Attorney-General under the Act. Nothing that follows should be regarded as diminishing this prerogative.

Call for Expressions of Interest

The Minister for Mental Health and Wellbeing and the Attorney-General jointly call for expressions of interest for a Deputy Executive Commissioner, by advertisement in three (3) Tasmanian daily newspapers, in one (1) national newspaper and on the Department of Health website.

Both Ministers may invite any suitably qualified persons to submit an expression of interest.

While experience in relevant roles will add to an applicant's personal level of skills and attributes, no assumption will be made that candidates who have this experience are better qualified than those who do not.

Responses are to be lodged with the Department of Health to the following email address – cmhw@health.tas.gov.au.

An expression of interest must contain a curriculum vitae and should contain the names of three (3) professional and confidential referees. Applicants should refer to the below selection criteria when completing their expression of interest. Assessments will be made against these criteria as a minimum for all appointments.

Suitable candidates should be:

- qualified and/or experienced with a high record of professional achievement in one of the following fields: the medical profession; the law; representation of health consumers; the broader health profession; research and epidemiology; ethics and/or human rights; and/or public administration.
- committed to the implementation of voluntary assisted dying in Tasmania in accordance with the *End-of-Life Choices (Voluntary Assisted Dying) Act 2021*.
- an effective oral and verbal communicator, able to explain technical issues to non-specialists.
- highly organised, with experience overseeing the successful delivery of operational outcomes and ability to work well under pressure.
- capable of making fair, balanced and consistent decisions in a complex medico-legal environment without undue delay.
- a person of compassion, maturity, discretion, patience and integrity who inspires respect and confidence.

Assessment Panel

An assessment panel shall consist of the following persons:

- Deputy Secretary, Community Mental Health and Wellbeing, Department of Health.
- Executive Commissioner, Voluntary Assisted Dying Commission.
- Deputy Secretary, Justice and Reform, Department of Justice.
- A suitably qualified medical expert.

The assessment panel may make any appropriate inquiries of referees and may seek the views of third parties as to the suitability of any person for appointment.

A selection report recommending an applicant for appointment and providing a statement of reasons will be provided to the Minister for Mental Health and Wellbeing and the Attorney-General. The selection report will also identify all other applicants as suitable for appointment or not suitable for appointment, and may be drawn on for subsequent appointments within six months.

Other Consultation

After receiving the assessment panel's recommendations, the Minister for Mental Health and Wellbeing and Attorney-General may consult on a strictly confidential basis as they see fit.

Once the Minister for Mental Health and Wellbeing and Attorney-General have endorsed a preferred candidate the Secretary of the Department of Health will contact relevant professional associations as applicable, on a confidential basis, seeking their comment on whether there is any reason (including impending disciplinary action) why the appointment should not proceed.

If the proposed appointee is a practitioner from another jurisdiction a further check will also be made with the equivalent professional bodies from their home jurisdiction.

The proposed appointee must also consent to a criminal history check being carried out.

All appointments must be considered by Cabinet in compliance with government policy on senior appointments.

Further information

Email cmhw@health.tas.gov.au or phone Michelle Searle, Deputy Secretary, Community, Mental Health and Wellbeing on (03) 6166 6989

To submit an Expression of Interest

Email your EOI to cmhw@health.tas.gov.au by 5pm Friday 29 November 2024.

