

Chief Operating Officer Position Summary

Join a team whose members are committed to the mission of accelerating improvement of health in our community, for our community. MN Community Measurement (MNCM), an independent non-profit that serves as a trusted source for information on health care quality and cost, seeks a Chief Operating Officer (COO) to provide leadership and expertise for the implementation, oversight and management of business affairs and operational systems required to support MNCM's strategic direction and functions—fulfilling its mission and efforts toward the Triple Aim.

In addition to leading day-to-day operations, business development, and financial management, this position plays a key role in strategic planning. To thrive in this role, a candidate must have the ability to learn and adapt quickly, communicate clearly, build relationships and consensus, balance the needs of multiple stakeholders, and have the drive for excellence. This individual has accountability to ensure that the development and implementation of budgets, work plans, and processes meet organizational goals. Time management, supervisory and organizational effectiveness skills are a must. The COO needs to forge a strong working relationship with the President and demonstrate leadership within a team.

Essential Functions in Brief

- Develop annual goals, operational work plan, operating budget and capital budget to meet MNCM's strategic and future needs.
- Manage staff and day to day operations to ensure that annual organizational goals are met.
- Play a lead role in strategic planning, management decision-making, stakeholder engagement and business sustainability efforts.
- Lead business development and contracting with key partners such as quality measure developers, researchers, and state/federal agencies.
- Serve as chief financial officer and chief compliance officer.
- Provide staff support to Board of Directors and Membership.
- Act on behalf of and perform other duties as assigned/requested by the President.

Desired Education and Experience

- Bachelor's degree and 5+ years of experience in a health care-related environment. Master's degree in health or business related field preferred.
- Experience in managing budgets, business development, supervising staff and working with/in nonprofit sector.
- Exceptional project and time management skills as well as strong interpersonal, analytical, oral and written communication, leadership and problem-solving abilities.
- Experience and knowledge related to federal and state health care policies and programs, particularly with regard to health care quality and value-based payment.
- Experience in health care quality measurement, improvement and public reporting highly desired.

To learn more about MN Community Measurement visit our corporate website at www.mncm.org. To apply for this position, please send a cover letter and resume to Deb Olson at Olson@mncm.org by Friday, July 7, 2017.