

# **Illinois Association of Medicaid Health Plans**

## **Associate Director - Job Description**

### **About IAMHP**

The Illinois Association of Medicaid Health Plans represents the public policy interests of the Illinois Managed Care Organizations serving the Illinois Medicaid population. The Board of Directors consists of the Presidents / CEOs of each of the member organizations. The IAMHP Executive Director and contractual associates advocate for the public policy interests of the Association as established by the Board through research, lobbying, engagement with state agency leadership at top levels and public relations.

Managed Care Organizations deliver highly effective care coordination for Medicaid beneficiaries with managed costs and budget predictability for The State of Illinois. There are now more than 2 million Medicaid beneficiaries enrolled in managed care organizations in Illinois. The IAMHP regularly coordinates and engages with the state agencies that oversee Medicaid and the programs that impact our members, most notably the IL Department of Healthcare and Family Services. IAMHP also manages and coordinates relationships with healthcare providers. IAMHP manages operational and policy discussions between IAMHP members and healthcare providers and provider organizations.

### **About The Position**

IAMHP is seeking to hire a full-time Associate Director who will spearhead industry discussions and oversee IAMHP committees related to Health Plan operations, state compliance, healthcare quality, and provider relations. Key responsibilities will include managing IAMHP standing committees, developing comprehensive best-practices for improving and streamlining operations, contractual compliance, health care quality, and provider engagement. The Associate Director must work very closely in collaboration with IL HFS. A background in health plan operations and/or provider relations, health plan finance and knowledge of the state's Medicaid managed care program are necessary qualifications. Additional relevant experience includes: previous association management, work on healthcare policy, legislation or in state government. This position requires a high level of personal interaction with various external partners; an outgoing and engaging personality is an asset.

The Association engages in multiple efforts across the public policy front and with our healthcare partners. The Associate Director will work on multiple fronts as well and will perform significant amounts of other duties as assigned by the Executive Director. The Associate Director will be required to represent IAMHP to healthcare providers, associations and policymakers. Candidates should have demonstrated success and substantial experience in external-facing roles and must be comfortable with public speaking.

This position may be based in either Springfield or the Chicago region. This position requires regular and sometimes extensive travel to attend meetings within the State of Illinois.

### **Qualifications:**

- At least three years of experience in health plan operations, provider relations, association management, legislative advocacy, public administration or government, regulation, government relations, or public affairs.
- Experience in Illinois. Solid knowledge of the Illinois Medicaid health plan industry, its participants and current issues they face.
- Business acumen and the ability to effectively lead and manage people toward a common goal.
- Should have a passion for managed care, public health and health care finance dialogue and debate.
- Experience in serving as a spokesperson for an organization or cause preferred.
- Outstanding listener and communicator.
- Well-established reputation for honesty and integrity.
- Exhibits resourcefulness, self-confidence and assertiveness.
- Bachelor's degree required. Masters or professional degree strongly preferred.

**Submit resumes to [support@iamhpteam.org](mailto:support@iamhpteam.org) by July 22, 2018.**