



Alaska State Hospital and Nursing Home Association (ASHNHA) President and CEO

POSITION SPECIFICATIONS

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| Position | President and Chief Executive Officer |
| Company | Alaska State Hospital and Nursing Home Association |
| Location | Anchorage, Alaska |
| Reporting Relationship | ASHNHA Board of Trustees |
| Website | www.ashnha.com |

Job summary

The President and CEO oversees the Alaska State Hospital and Nursing Home Association (ASHNHA) and its subsidiary ASHNHA Program Services Company Inc. (APSCI). The position reports to the ASHNHA Board and works closely with the Board Chair. The position supervises the SVP of Policy and Programs, VP of Post-acute Care and Finance, Director of Behavioral Health and Workforce, and the Office Manager. ASHNHA currently has a team of eight.

- Working closely with the Board of Trustees, the President and CEO of ASHNHA is responsible for setting the organization's strategic direction and budget in alignment with the Board's vision.
- While ASHNHA has offices in Anchorage and Juneau (where the state legislature convenes), the CEO is expected to have a presence in all parts of Alaska. Travel to member organizations is expected and significant time in Juneau during legislative session may be necessary.

The principal duties and responsibilities of the President and CEO of ASHNHA

- Leads the development and implementation of long-range strategic plans, ensuring that the Association pursues specific and quantified strategic objectives. Develops and maintains an Association structure that supports and facilitates the attainment of strategic objectives.
- Motivate and inspire team members to accomplish the goals of the organization.
- Serve as the association's public spokesperson for industry.
- Coordinates activities with the Board of Directors to successfully respond to member and industry needs.
- Shapes the culture of the Association, setting the principles, values and norms of the Association in ways that build credibility, confidence and value among key constituencies.
- Moves the Association forward financially and programmatically within the framework established by the Board of Directors.

- Maintains a sound Association financial structure. Balances the need and opportunity for new programs and services with the reality of available funds.
- Directs the development and implementation of the Association's annual budget, ensuring that the Association budget is developed with the participation of the Board, Executive Committee, and appropriate staff.
- Implements new methods of developing funds to further the Association's mission and more effectively finance existing programs.
- Oversees the development of legislative policy in conjunction with the Board of Directors, staff and lobbyist.
- Leads in maintaining a close working relationship with the Alaska Legislature, key state government officials and the Alaska Congressional delegation.
- Develops consensus on issues and builds coalitions among disparate interests.
- Informs and advises the Board of Directors regarding current trends, problems and issues in order to facilitate effective policy development.
- Coordinates federal legislative and government agency initiatives with the American Hospital Association.
- Assures ongoing communications with members regarding Association policy positions and activities.
- Measures member satisfaction with the Association programs and services on an annual basis.

Minimum education, required experience, and key capabilities

A. Education

Minimum of a bachelor's degree, with a strong preference for a master's degree in law, business, or health care administration.

B. Experience

- Five to seven years or more years of experience in progressive leadership roles for a hospital, health system, government agency, trade association or other related entity;
- Experience with Alaska's political and regulatory climate;
- Proven leadership experience with references.

C. Knowledge, Skills, and Abilities

- An understanding of Alaska's unique health care environment, including the unique concerns of Alaska's rural communities, and their small hospitals and nursing homes;
- An understanding of the critical access hospital and long-term care infrastructure, along with other rural hospital designations
- Deep understanding of the state and federal legislative and regulatory processes;
- Ability to read federal and state notices, statutes, and rules and regulations, and understand regulatory matters as they relate to the Alaskan health care environment and rural health care concerns in particular;
- Knowledge about the health care industry and how organizational interests work together;

- Knowledge of current healthcare issues including payment reform, access to care, health system transformation, enhanced quality and patient safety, regulatory relief, strengthening the workforce, care of vulnerable populations, and rural health;
- Possesses self-awareness, self-regulation, motivation, empathy and social skills to direct large scale and complex initiatives in a bipartisan fashion;
- Understands how to build, manage and keep trust in situations where decision and action must be taken, by various stakeholders, without complete information or where there is great uncertainty;
- Able to take on large and complex problems and filter them through a wide range of possible solutions with a vision for the future;
- Looks for ways in which differences can complement one another in order to integrate divergent perspectives into a cohesive and new solution;
- Self-confidence and resolve to seek team members who are strong, smart, capable and a desire to lead a high-performing team;
- Brings to the board subject matter expertise, relationships within the community, and an interest in and sense of the problems facing member organizations.

ASHNHA is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all team members.