ROCKY BOY HEALTH CENTER

EMPLOYMENT ANNOUNCEMENT

POSITION: DIRECTOR OF CLINICAL OPERATIONS **DEPARTMENT:** ADMINISTRATION
SUPERVISOR: CHIEF EXECUTIVE OFFICER **SALARY:** NEGOTIABLE
CLASSIFICATION: REGULAR, FULL-TIME
OPENING DATE: MAY 24, 2024 **CLOSING DATE:** JUNE 25, 2024

POSITION SUMMARY:

The Director of Clinical Operations, a key member of the executive leadership team, holds a multifaceted role responsible for both strategic clinical leadership and operational excellence within the organization. This position oversees assigned clinical operations, ensuring high-quality patient care, regulatory compliance, and efficient departmental management.

KEY RESPONSIBILITIES:

- Develop and execute the organization's clinical strategy, aligning it with the mission and objectives.
- Guide clinical departments, fostering a culture of excellence, innovation, and patient-centered care.
- Collaborate with the executive team to align clinical services with organizational goals.
- Efficiently allocate resources, including staffing and technology, for cost-effective operations.
- Assist to streamline clinical workflows while maintaining high standards of care.
- Monitor clinical budgets, identify cost-saving opportunities and revenue growth.
- Collaborate with executive team to implement quality initiatives to enhance patient safety and outcomes.
- Collaborate, design, and implement evidence-based practices for continuous quality improvement.
- Ensure strict adherence to healthcare regulations and accreditation requirements.
- Stay updated on evolving healthcare regulations and standards.
- Foster a culture of continuous learning and growth among clinical staff.
- Participate in recruitment, retention, and succession planning.
- Conduct performance evaluations and provide constructive feedback.
- Prioritize patient-centered care activities, emphasizing communication and advocacy.
- Represent the organization to enhance its reputation and credibility.
- Encourage innovation and collaboration across the organization.
- Identify cost reduction opportunities without compromising quality.
- Undertakes additional responsibilities as delegated and directed by the supervisor to support the overall functioning and objectives of the Rocky Boy Health Center.

THIS EMPLOYMENT ANNOUNCEMENT DOES NOT CONTAIN A COMPREHENSIVE DESCRIPTION OF ACTIVITIES, DUTIES, OR RESPONSIBILITIES THAT ARE REQUIRED FOR THIS POSITION. DUTIES, RESPONSIBILITIES, AND ACTIVITIES WILL BE REVIEWED PERIODICALLY AS DUTIES AND RESPONSIBILITIES CHANGE WITH NECESSITY.

MINIMUM QUALIFICATIONS:

APPLICANTS WITH CREDENTIALS THAT DO NOT MEET THE MINIMUM QUALIFICATIONS FOR THIS POSITION WILL NOT BE CONSIDERED.

- Doctorate in Medical-related field (MD, DO, DDS, DMD, OD, PharmD, etc.) degree.
- Current active licensure to practice in their field.
- Extensive clinical leadership experience in healthcare organizations.

DESIRED QUALIFICATIONS:

- Strong knowledge of healthcare quality improvement and patient safety methodologies.
- Experience in leading clinical transformation initiatives.
- Excellent communication, leadership, and strategic planning skills.

APPLICANTS MUST SUBMIT THE FOLLOWING ITEMS:

- Rocky Boy Health Center Employment Application
- Resume or Curriculum Vitae
- Letter of Interest

ROCKY BOY HEALTH CENTER HUMAN RESOURCES DISCLAIMS RESPONSIBILITY FOR ENSURING THE COMPLETION OF APPLICATION PACKAGES, CONSIDERING ONLY THOSE APPLICATIONS RECEIVED IN PROPER AND COMPLETED FORM BEFORE THE 4:00 PM CLOSING DATE FOR THE ADVERTISED POSITION. THIS EMPLOYMENT ANNOUNCEMENT IS SUBJECT TO CHANGE DEPENDING ON BUDGET AVAILABILITY AND ORGANIZATIONAL PRIORITIES. EMPLOYMENT OFFERS ARE CONTINGENT UPON THE SATISFACTORY COMPLETION OF A BACKGROUND CHECK AND PRE-EMPLOYMENT DRUG TEST, WITH SUCCESSFUL APPLICANTS BEING SUBJECT TO A 60-DAY PROBATIONARY PERIOD.

SUBMIT APPLICATION:

Rocky Boy Health Center Human Resources
6850 Upper Box Elder Road Box Elder, Montana

rbhchr@rbclinic.org   https://www.rbclinic.org/employment

APPROVED FOR ADVERTISEMENT:

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Joel Rosette, Chief Executive Officer