

# Central Valley Health Network

## JOB DESCRIPTION

**JOB TITLE:** Chief Executive Officer  
**DEPARTMENT:** Administration  
**PAYROLL:** Salary/Exempt

**INTERESTED CANDIDATES PLEASE SEND CV/RESUME TO:**  
[LAC@VISITLCH.ORG](mailto:LAC@VISITLCH.ORG)

### **ORGANIZATION:**

The Central Valley Health Network was founded in 1998. Realizing the changing health care environment in the State of California, the Federally Qualified Health Centers of the Central Valley of California came together and formed the CVHN. The partner health centers/clinics had two primary goals: to influence local, state and federal government, and to maximize their potential through collaboration. The organization envisions a future in which all people have access to quality, community-based health care provided in a culturally and linguistically-sensitive manner. CVHN's mission is to support public policies that increase access to community-based primary care for the uninsured and underserved. Since its inception, CVHN has taken a prominent role in providing leadership in health care policy and public affairs at the National and State level. The partnership organization currently consists of 13 community based, non profit, health center organizations in the Central Valley, which collectively serve over 500,000 patients per year. .

### **GENERAL STATEMENT OF DUTIES:**

The CEO is responsible for the leadership and management of CVHN. The CEO helps refine the organization's strategic plan and assures that CVHN is successfully implementing CVHN's Strategic Plan in support of the Network's vision and mission. In addition, the CEO focuses on supporting the sustainability of the organization with appropriate infrastructure and funding resources.

### **JOB RELATIONSHIP:**

**Reports to:** Board of Directors, Primary Contact: Chairperson of the Board

### **DUTIES AND RESPONSIBILITIES:**

#### **Vision and Strategy**

- Provide leadership to the CVHN Board of Directors and CVHN staff in refining and implementing the vision and strategy for the organization and developing related business and funding plans.
- Direct an on-going, inclusive, strategic planning process and ensure strategies are implemented through operating goals and objectives.
- Provide regular updates on progress toward achievement of goals and objectives.
- Assist board and staff in clarifying priorities, ensuring that there are systems for feeding priorities into work plans and launching services strategically so that the

organization can enhance and leverage the strategic alliances with member health centers and public policy influencers and decision makers.

### **Organizational Effectiveness**

- Ensure that a highly professional and qualified staff is in place to adequately maintain agency functions.
- Develop, support, and manage CVHN employees.
- Oversee proper orientation of staff members to ensure that they understand organization dynamics within the clinics and their respective roles in relation to the clinics and the Network.
- Determine the optimal organizational structure, systems, and processes to adequately support member clinics and patient services as well as maintain internal effectiveness while minimizing administrative costs.

### **Fiscal Management and Quality Assurance**

- Oversee budget development and implementation.
- Establish and monitor financial controls.
- Ensure compliance with Federal and State funding requirements and corporate compliance under Federal guidelines.
- Ensure compliance with HIPPA requirements regarding medical privacy.
- Oversee evaluation of programs and services that CVHN sponsors and provides.

### **Fund Development**

- Oversee the development and implementation of fund development plans that support the organization's strategies and goals.
- Create linkages between funders, health centers and CVHN.
- Oversee effective responses to (solicited and unsolicited) government and private funding requests to CVHN.

### **Public Policy**

- Educate and serve as a resource for elected and appointed government officials on health care issues and community-based health care.
- Serve on national, state and local Boards and advisory panels.
- Serve as liaison between public policy officials and the clinics.
- Publicly advocate for policies and legislation that will support community health centers.
- Develop and maintain strategic alliances with other agencies to advance CVHN's agenda.
- Promote CVHN to the media and create and maintain linkages between the media and the clinics.
- Ensure development of appropriate collateral material for education of public officials.

### **Board Development**

- Work with Board leadership to develop an engaged, effective, energized Board of Directors and support Board development activities.
- Educate Board regarding health policy changes and issues.
- Provide organizational strategies, budgets, and program plans to the Board and report regularly on the organization's operations.
- Clarify Board and staff roles and foster effective communication between Board and CVHN staff.
- Provide leadership in conceptualizing new community health center projects for Board approval and CVHN implementation.
- Work with Board Chair to create and implement programs to further develop Board member skills and Board operations.

### **QUALIFICATIONS:**

The CEO of CVHN should have a proven track record of progressively responsible experience in organizational management and relationship building and experience managing a Consortia (or related) organization. An advanced degree is desirable.

### **Major Qualifications:**

- Experience and credibility with health care organizations and community providers.
- Experience in health care policy and operations.
- Proven leadership skills including: organizational development, personnel and fiscal management, fund development, strategic planning and establishing collaborative relationships with diverse constituents.
- A track record of successfully building relationships and communicating effectively with various types of audiences and constituents from diverse cultures with different needs and multiple goals.
- Experience working with a diverse Board of Directors.

### **Characteristics Necessary for Success**

- Highly proactive, visionary and forward looking.
- Results-oriented.
- Energetic and enthusiastic.
- Flexible and adaptable.
- Creative thinker, open to new ideas.
- Ability to face media, legislative representatives and high-level government and agency officials.
- Political savvy, diplomacy and negotiation skills.
- Ability to move easily among very different constituencies.