Heather Korbulic
Executive Director

Silver State Health Insurance Exchange

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https://www.nevadahealthlink.com/sshix/

JOB ANNOUNCEMENT: CHIEF OPERATIONS OFFICER

SPECIAL NOTIFICATIONS: This position is exempt from the provisions of State of Nevada Classified service. Selection shall be made by, and the incumbent shall serve at the pleasure of the Executive Director. This position starts on or after October 3, 2016.

POSITION SUMMARY: The Chief Operations Officer has a lead role in establishing the Silver State Health Insurance Exchange's (SSHIX) strategic and programmatic priorities and managing the agency to ensure it achieves its mission.

RESPONSIBILITIES INCLUDE:

- Assist the Executive Director set strategic priorities for the SSHIX in consultation with the Board of Directors and agency staff.
- Manage agency operations to ensure the achievement of strategic priorities and day-to-day Activities.
- Oversee allocation of staffing resources and support desired outcomes for agency priorities
- Lead planning and implementation teams for agency projects as needed
- Oversee budget development and financial operations for the agency
- Support the Executive Director in policy-making to include addressing practical aspects of national health care reform's impact on the SSHIX.
- Represent the SSHIX at forums and meetings to educate stakeholders and the public about the agency and state and national health care reform.

SALARY AND BENEFITS: Salary range is up to $108,393 (employer/employee paid retirement). Employee benefits include paid annual leave, sick leave, health insurance, and state retirement benefits. Other optional benefits are available, including a deferred compensation package.

QUALIFICATIONS/REQUIREMENTS: **Education:** A Bachelor's or Master's degree with major course work in health care administration, business administration, public administration, public health, or related field.
Experience: A minimum of four years of management experience in the field of health insurance or health care administrati which includes:

- Experience in the health insurance industry or health care operations
- Strong analytical, project management, financial management and problem-solving skills
- Demonstrated policy analysis and development skills
- Demonstrated experience as a collaborative and effective manager
  Excellent written communication skills and effective public speaking skills

LOCATION/TRAVEL: The position is based in Carson City. Periodic travel in-state and out-of-state may be required.

RESUMES WILL BE ACCEPTED UNTIL: Recruitment needs are satisfied.

SUBMIT COVER LETTER AND RESUME/DIRECT INQUIRIES TO:
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