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Silver State Health Insurance Exchange

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EXECUTIVE DIRECTOR SILVER STATE HEALTH INSURANCE EXCHANGE Carson City, Nevada

Announcement Closes: TBD

Salary to \$117,030 (employee/employer-paid retirement plan)

The Board of Directors of the Silver State Health Insurance Exchange is seeking qualified candidates for the position of Executive Director. This is an unclassified position that serves at the pleasure of the Board.

The Executive Director oversees all activities of the Silver State Health Insurance Exchange (SSHIE) and Nevada Health Link. The candidate works closely with the Board of Directors and agency staff to define and execute its mission in light of its statutory responsibilities and the health insurance needs of Nevada's eligible individuals. This includes oversight of the SSHIE's health insurance programs, policy decisions that set coverage requirements for adults and employers across Nevada, statewide enrollment and outreach initiatives, and the agency's budget. These activities will encompass new wellness initiatives for small businesses that purchase coverage through the Nevada Health Link, network and payment innovations designed to contain health care costs, and consumer plan selection features included in the web portal.

RESPONSIBILITIES INCLUDE:

- Setting strategic priorities for Nevada Health Link with respect to all components of its mission, in consultation with its staff and Board of Directors. The Executive Director must be finely attuned to rapidly evolving health insurance market, as well as state and national legislative and political dynamics, to provide effective strategic leadership for the organization.
- Provides leadership that emphasizes employee productivity and responsiveness to customer needs. Develop strategies and programs to continuously improve work processes. Sets standards and measure service delivery, facilitate cooperation on cross-agency policy and operational initiatives.
- Directs annual budget development and reviews for appropriateness and sufficiency.
- Managing Nevada Health Link to ensure that it achieves its short- and long-term strategic priorities with maximum effectiveness and efficiency.
- Build and manage external relationships essential to the success of Nevada Health Link to include high-level state and federal government officials, health care industry leaders and key vendors
- Proactively seeking opportunities to educate policymakers and the public about health care and to promote health care reform. Serve as principal "face" of Nevada Health Link for state and national media and at public forums and meetings.
- Communicate Nevada Health Link's mission, vision, priorities and strategies in clear, compelling terms. Implement management systems to ensure integrity and transparency as a public entity, financial stability, accuracy, operational efficiency, appropriate use of resources, and compliance with state policies. Manage results to ensure compatibility with the direction, philosophy, and policies set by the board.

QUALIFICATIONS:

Abilities: Proven ability to work closely with a board of directors who have responsibility to set direction and formulate the overall policies of Nevada Health Link; communicate Nevada Health Link's goals and objectives in a clear, compelling manner; persuade, gain support, obtain commitment, and mobilize others to action; develop, implement, and evaluate programs, set performance goals, allocate resources, and continuously measure progress. Ensure the agency is a leader in operational integrity, cost effectiveness, and service quality. Ability to make effective presentations; and establish and maintain positive, professional, internal and external work relationships with the Board of Directors, public, legislators, the Governor's Office, and interest groups.

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 ten years executive-level experience in the field of health insurance or health care administration which includes:

- High-level experience in the health insurance industry and/or health insurance-related policy development with demonstrated knowledge of national health care reform law.
- Demonstrated understanding of the health care environment as well as health plan regulatory and market challenges as they impact a range of stakeholders
- Excellent management and interpersonal skills to foster a team environment
- Demonstrated creative policy-making, project-management, and problem-solving skills
- Excellent written communication skills and public speaking skills
- Demonstrated understanding of consumer facing IT systems knowledge
- Ability to manage and work within a fast-paced state agency and to oversee and track multiple, complex priorities
- Astute understanding of the media, government, and politics
- Ability to successfully manage the dynamic and differing needs, interests and viewpoints of multiple stakeholders
- Experience managing programs of similar size and scope; including vendor management

Benefits: Benefits include: medical, dental, life and disability insurance programs; participation in the public employees' retirement plan; 11 paid holiday each year; accrual of 3 weeks of annual leave and 3 weeks of sick leave each year.

Note: All employees are required to take 48 hours of unpaid furlough leave each fiscal year.

To apply, submit resume to:

Barbara Smith Campbell
2310 S. Carson St. Ste. 2
Carson City, NV 89701
Email: bscampbell@exchange.nv.gov

Resume must include a detailed description of employment history to include name and addresses of employers, scope of responsibility, reason(s) for leaving, salary history, and professional references. A criminal history background check is required as a condition of employment.