Administrator, Section for Health Standards and Licensure

This is position serves as the Administrator for the Section of Health Standards and Licensure within the Division of Regulation and Licensure, a component of the Missouri Department of Health and Senior Services in Jefferson City, Missouri. This leadership position provides direction for six (6) bureaus and approximately seventy-five (75) staff state-wide. Responsibilities include the oversight of the state licensing and Medicare certification efforts for greater than 1,500 healthcare entities including hospitals, ambulatory surgical centers, home health agencies, hospice agencies, clinical laboratories, dialysis facilities, and ambulance services. In addition, the position also provides guidance and leadership related to the individual licensing of emergency medical technicians and the registration of those individuals/locations granted controlled substance authority. Administrative roles of the position include strategic planning efforts, development and/or review of legislative proposals, and the development or participation in state and federal initiatives focused on the healthcare provided by the facilities and individuals regulated by the Section for Health Standards and Licensure.

Expectations of this position include: excellent verbal and written communication skills; effective leadership that promotes customer service; effective, non-adversarial enforcement of regulations; and the professional development of staff within the Section. The person displaying these traits must also possess the ability to work independently; demonstrate and utilize critical thinking skills; be innovative and show a great deal of initiative when interacting collaboratively with leadership, staff, industry, and stakeholder groups.

Requirements for this position include: a bachelor’s degree in a healthcare related field; five (5) years of healthcare management/supervisory experience; and a working knowledge/experience in a healthcare regulatory field. Preferred candidates will have achieved a Master’s degree or higher in a related field.

This Administrator position is based in Jefferson City, Missouri. The Administrator salary shall be $3,306.73 per pay period ($79,361.52 annually).

Those interested, please submit a cover letter, resume and the attached DHSS Application for Employment to Terri Russler at Terri.Russler@health.mo.gov by close of business July 31, 2014.