Administrator, Section for Long-term Care Regulation

This is position serves as the Administrator for the Section for Long-term Care Regulation 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 approximately three hundred (300) staff organized into seven (7) regional offices located throughout the state and the Jefferson City central office. Responsibilities include overseeing the licensing and regulation of approximately 1,200 long-term care facilities and managing the certification processes for facilities participating in the Medicaid and/or Medicare programs. 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 Long-term Care.

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.