**Midwest Health Initiative**

**Job Description: Senior Director, Information and Analytics**

**June 4, 2014**—The Midwest Health Initiative is currently recruiting for a Senior Director of Information and Analytics (SDIA). All responses should be directed to Jennifer Fickeler at jfickeler@midwesthealthinitiative.org.

The Midwest Health Initiative (MHI) is a 501(c)3 non-profit, regional health improvement collaborative (RHIC) dedicated to improving health and the quality and affordability of health care across the Midwest region. MHI provides a neutral, trusted place where key stakeholders can share information, determine priorities, define common commitments, implement strategies, measure progress and celebrate success in improving health and health care. MHI’s leaders and partners represent individuals from all areas of health care: physicians, hospitals, health plans, labor unions, business, government, public health professionals and consumers. A shared belief in the power of information to improve health care quality is the common thread that ties them together. Together they have created a large, community data asset that can be utilized to support the region in realizing a safer, higher quality, and more affordable health care system.

**Position Summary**

Reporting to the Executive Director, the Senior Director of Information and Analytics (SDIA) will have overall responsibility for MHI’s data asset, analysis and data sharing relationships. The SDIA will bring expert knowledge and skill in the following: performance measurement, statistics/biostatistics, health care delivery and financing, organizational performance improvement, physician and/or consumer decision making. The person will work directly with other industry experts and leaders among national and regional health care providers, health plans, purchasers and other community organizations to understand their information needs, ways to enhance the value of MHI’s data set, share it broadly and capture opportunities to use it in conjunction with other data sources for partner and community benefit.

The work of the SDIA is collaborative and requires active communication and strong partnership with coworkers, community partners, vendors, and MHI leadership.

**Major Duties and Responsibilities:**

1. Routinely assess and maintain a strong working knowledge of the health information needs of MHI, its leadership, councils, partners, community and nation in order to successfully plan and prepare the information infrastructure needed to enable MHI to realize its present and future goals. Using this and other knowledge, provide strategic guidance to ensure information technology resources maximize community benefit.

2. Working with others, oversee all aspects of MHI’s data asset such as data aggregation, updates, analytical platform, analysis, measure selection, information services, data user relationships, data expansion, and information technology expenditures.

3. Oversee and monitor MHI’s data services in line with MHI’s confidentiality policy, all state and federal law and the confidentiality and other obligations of its contracts.

4. Serve as the resident expert on analytical methodologies. Establish and maintain policies and procedures that ensure the highest standards of data management and analysis.

5. Lead, coach, and retain a highly-skilled, professional and productive data management and analytics team including employees, contractors, and community partners. Review and approve MHI’s
analytic approaches and planned uses for specific analyses. Establish an appropriate process for peer review of MHI’s work system. Develop and maintain a strong reputation for the integrity and usefulness of MHI’s data set and the work of its analytic team.

6. In keeping with Board policies, recommend, develop, refine and manage a suite of health information products and services that best support the needs of MHI’s partners and community.

7. Develop, implement and continually monitor the effectiveness of training programs and User Groups for MHI’s data users. Support MHI partners in developing effective approaches to data use.

8. Ensure effective systems to define processes, track progress, and regularly evaluate program components, so as to measure successes in ways that can be effectively communicated to the board, and other constituents. Establish and maintain a reliable and efficient means of assessing and monitoring partner’s experience with MHI’s data and services.

9. Provide technical leadership and oversight to develop and host a provider reporting portal and consumer reporting website. Track and trend the use and usefulness of these and/or other web-based reporting vehicles.

10. Develop or oversee the communication of results from analysis using MHI data through written reports and presentations to small and large, regional and national audiences.

11. Lead or support, as appropriate, the development and management of grant applications to support MHI’s core activities and community oriented health improvement projects.

12. Support the Executive Director in defining, planning for, and successfully managing MHI’s investments in information services and its budget related to its data asset and services.

13. Represent MHI on various national collaborations, boards and other initiatives related to health care data, analytics and measure development. Provide leadership to national efforts to refine the methods for the integration and analysis of various health care information sources.

14. Establish and maintain relationships with the health care, analytical and research community locally and nationally and explore opportunities for MHI, its data, or partners to support their work.

Qualifications and Attributes:

Graduate degree and/or advanced training in Statistics or other analytical field required. Seven or more years of work experience in analytical and managerial roles in a health care provider organization, a health plan, a firm consulting to health care clients, or a research or policy organization.

The successful candidate will possess:

1. Strong personal commitment to making health care better for all parties,

2. Working knowledge of health care from the delivery system, health plan and/or policy perspective,

3. Clear and engaging communication style capable of explaining complex technical matters to broad group of stakeholders,

4. Knowledgeable and experienced in data management with programming and/or management skills with statistical analysis and other software tools such as SAS, Stata, Cognos or other program(s) and a fundamental understanding of SQL,
5. Demonstrated understanding of the NCQA, NQF, HEDIS and other healthcare reporting metrics in use by providers and payers,

6. Exceptional analytical expertise which consistently results in high work quality, clarity and accuracy,

7. Results-oriented focus with the ability to assimilate complex external and internal variables, formulate strategies to ensure goals are met efficiently, and measure and track results,

8. Excellent people, project and process management skills with experience in managing teams and large project facilitation within the healthcare quality and cost arena. Experience developing and/or managing grant funded projects. Able to allocate resources effectively,

9. Adept at cultivating and maintaining strong relationships with broad array of partners.

10. Strong determination, interpersonal and communication skills with the ability to remain calm and optimistic under pressure, and

11. Ability to excel in a collaborative environment that values and requires the input and support of multiple internal and external parties. Ability to tailor communications to various audiences framing the message in ways that are easily understood and which garner the support of others.