



EMPLOYMENT OPPORTUNITY

Job Title	Director, Research and Planning
Department	Strategic Services
Reports to:	SRVP, Strategic Implementation
Essential Functions	<ul style="list-style-type: none"> ▪ Collaborates and provides support to the Health System and the ministries in planning, research, and grant writing. ▪ Analyzes data to evaluate existing and potential market changes. Identifies and monitors competitors and researches market conditions or changes in the industry that may affect the organization. ▪ Writes technical reports and summary evaluations as requested. ▪ Directs the development and distribution of the following planning resources: <ul style="list-style-type: none"> ○ Service Line Development and Analysis Opportunities ○ Annual Market Assessments. ○ Ad-hoc reports as requested. ○ Quarterly Competition Report Development and Analysis ○ Statewide Trends Development and Analysis ○ Additional reports as assigned. ▪ Works with Sr. VP and other Health System leaders in the development of the Strategy and Planning Roundtable. ▪ Provides on-site education, training, presentation to local ministries as needed to support local activities and advancement of planning initiatives. ▪ Manages employees and all associated requirements. ▪ Provides research and planning leadership and specific necessary trainings and orientations to local ministries. ▪ Participates in the coordination of the planning process for the system office and health system. ▪ Provides data and analysis for site selection purposes <p>Other Responsibilities:</p> <ul style="list-style-type: none"> ▪ Supports and participates in periodic strategic planning session of the health system or its associated ministries. ▪ Ad-hoc reports, maps, etc, as requested by ministries. ▪ Quarterly Competition Reports ▪ Statewide Trends Report ▪ Follows organizational and departmental procedures. Complete other projects as assigned by the SRVP Strategic Implementation and/or other key stakeholders, as needed.
Key Qualifications	<p>EDUCATION: Master's degree, preferably MHA or MBA.</p> <p>EXPERIENCE: 5- 10 years experience in healthcare planning and/or strategy.</p> <p>KNOWLEDGE/SKILLS:</p> <ul style="list-style-type: none"> ▪ Ability to respectfully communicate with all levels of the organization ▪ Strong organizational and leadership skills ▪ Comprehensive knowledge of planning and research functions. ▪ Relies on extensive experience and judgement to plan and accomplish goals. ▪ Utilizes analysis, experience and judgment to make decisions ▪ Sophisticated problem resolution skills in the context of values-based competencies. ▪ Utilizes resources effectively to maximize competing needs with a high degree of customer focus. ▪ Excellent understanding of system and the needs of the ministries. ▪ Excellent management skills

Response information: Fax resume to (714) 347-7540 or e-mail to: SJHSHR@STJOE.ORG.