



Director of Practice Development

Reports To Senior Vice President, Client Services and Professional Practice
FLSA Exempt - Full Time
City/State Remote

Description **GENERAL DESCRIPTION OF POSITION**

The Director of Practice Development has operational oversight of clinical education, clinical content programming, CE services, Research, and ACTS and associated leadership responsibilities within the management company, CGi. Overall responsibilities include:

- Oversight of clinical education, clinical content programming, and continuing education services
- Delivery of services and educational conferences that results in high member satisfaction and position the ACMA as the leader in the industry
- Continued development of the Case Management and Transitions of Care practices
- Maintain and develop ongoing and future ACMA offerings for Advanced Care Transitions Simulation (ACTS)
- Maintain Current standards of practice/scope of services for case management, transitions of care and physician advisors and promote across all healthcare settings, with relevant stakeholders, and with healthcare related organizations
- Ensure conference, publication, and webinar content to reflect current trends, ACMA/APLCM/TOC standards of practice/scope of services for current and desired membership
- Develop and manage research projects that further the practice
- Maintain Current Practice Awareness via literature, web, and healthcare education
- Develop, review, attain approval, and monitor annual plans and budget
- Maintain awareness of industry trends, standards, advancements, and influence change/improvements
- Lead, develop, mentor, recognize and advocate for members and staff
- Ensure current procedures, tools, and reference documents are maintained and accessible
- Provide strategic planning, development, and oversight of new initiatives related to Case Management practitioners
- Support planning and execution for the Annual National Conference
- Provide advisory and strategic sales support to promote related CGi and ACMA products, including new leads and retention
- Identify networking opportunities and high value industry relationships that will promote ACMA and related CGi business priorities
- While performing the duties of this job, employees are regularly required to sit, walk and stand, talk or hear, both in person and by telephone, use hands repetitively to handle or operate standard office equipment; reach with hands and arms; and lift up to 25 pounds.



EDUCATION AND EXPERIENCE

- Minimum 5 years executive Case Management experience
- Registered Nurse
- Master's degree in healthcare
- Demonstrated leadership and management skills with a history of successful outcomes and ability to lead a team
- Demonstrated ability to establish and nurture cooperative working relationships with diverse groups
- Demonstrated project management, creative problem solving and multitasking skills
- Effective organizational, detail orientation, and follow-up skills

COMMUNICATION AND CRITICAL THINKING SKILLS

- Ability to lead, analyze, and understand general business/company related articles and professional journals
- Ability to create accountability systems for goal achievement
- Experienced public speaking preferred

SOFTWARE SKILLS REQUIRED

Proficiency with MS Office, MS TEAMS, and ZOOM

CERTIFICATES, LICENSES, REGISTRATIONS

- Registered Nurse
- ACM or CMAC preferred

EXPECTED TRAVEL

20-35% travel per year, including some weekends

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EQUAL EMPLOYMENT OPPORTUNITY

CGi is an equal opportunity employer and values diversity. All employment is decided on the basis of qualifications, merit and business need.