



## **Vice President – Policy and Program Management**

### Position Summary

In collaboration with and under the supervision of the Chief Executive Officer and President of the National Association of ACOs, the Vice President, Policy and Program Management provides ongoing leadership and assistance for all policy efforts, federal and state legislative initiatives, coordination of federal and state government relations activities, and management of major initiatives for NAACOS.

### Position Responsibilities

#### *Policy*

- In-depth analysis of existing and pending legislation and regulation related to the creation and future of accountable care organizations
- Translate analysis into policy strategies based on insights, research, and data
- Establish and maintain a political network on Capitol Hill and within Health and Human Services
- Attend meetings, hearings, briefings, testimonies related to development and continuation of all healthcare payment models
- Represent member interests in on-going face-to-face meetings with the political and administrative leadership, advising them on specific legislative and regulatory proposals
- Planning, organizing, and directing overall communication strategies and public information activities for the organization

#### *Program Management*

- Direct and oversee the planning, execution and performance of NAACOS initiatives as directed by the CEO
- Plan, organize, direct, track, and report all functional program details to include schedules, costs and milestones
- Working collaboratively with staff and members on NAACOS program initiatives, develop and present solutions and recommendations to the CEO and Board of Directors
- Manage and implement a proactive communication program for members and external audiences, including media strategy
- Develop and provide content oversight to the NAACOS Forums and chat rooms
- Oversee the NAACOS website and work with the Director for Education in developing and implementing the NAACOS conferences and webinars.

### Skills/Abilities/Competencies

- Minimum of five (5) years of experience as a government relations executive, Congressional staffer, or as a senior public servant in a relevant government department, agency, or business

- Working knowledge of the Affordable Care Act and the health care industry's efforts in implementing new payment strategies
- Thorough understanding of the US legislative process, including an understanding of roles, responsibilities, and decision making process of the Executive Agencies and Congress
- Ability to manage multiple tasks simultaneously , generally under time pressures
- Outstanding people skills and the ability to work as part of the team
- Outstanding written and verbal communication skills with strong subject matter expertise in healthcare payment models
- Superior computer skills including use of the Internet, Microsoft products, and utilization of databases
- Clear reputation for ethical conduct
- Self-starter and results oriented

#### Education

- Minimum MHA, MBA with a healthcare emphasis, or JD required.

#### Worksite and Travel

NAACOS currently maintains a virtual workplace, linking its employees through technology. The Vice President, Policy and Program Management may be located anywhere in the Baltimore-Washington, D.C. metro area given the expectation that this position will regularly attend congressional briefings and meetings with federal officials, members of Congress and their staffs. Travel beyond the Baltimore-Washington, D.C. metro area is estimated at 10 percent.

#### To Apply

Interested applicants should submit a cover letter, resume, writing sample, and three references with contact information to: [jobs@naacos.com](mailto:jobs@naacos.com)

#### Company Description

NAACOS is a 501 (c) 6 non-profit organization that allows ACOs to work together to increase quality of care, lower costs and improve the health of the communities. Determined to create an environment for advocacy and shared learning, organizations representing over 85 Accountable Care Organizations (ACO) from more than 20 States own and govern the National Association of ACOs. Our mission is twofold:

- Advocate for ACOs on policy and provide a level playing field to succeed
- Share learnings across our membership and with our strategic partners, as we discover best practices in ACO implementation and on-going operations.

NAACOS is an Equal Opportunity Employer: NAACOS will provide all applicants and all employees with an equal opportunity regardless of sex, race, color, religion national origin, age, marital status, personal appearance, sexual orientation, family responsibilities, disability, matriculation, political affiliation, source of income, or place of business or residence.