



**Job Posting: Senior Program Manager, NC Resource Platform, NCCARE360**  
**March 2021**

Founded in 1982, the Foundation for Health Leadership & Innovation (FHLI) is a 501(c)3 nonprofit organization from which programs and partnerships grow to achieve our mission of improving health of the whole person and whole community. FHLI is a trusted convener and facilitator, creating an open environment for developing collaborative relationships and advancing new ideas and strategies. Through our programs and partnerships, we build leadership, shape practice, affect policy, and drive innovation. Please visit our website for more information about FHLI and our current programs at [www.foundationhli.org](http://www.foundationhli.org).

**About the Position:**

The Foundation for Health Leadership & Innovation (FHLI) seeks to hire a Senior Program Manager for NCCARE360, the first coordinated care network supported by a public-private partnership between FHLI and the NC Department of Health and Human Services. The Senior Program Manager will serve as a lead member of the NCCARE360 leadership team and is responsible for driving the day-to-day strategies, workflow, and efforts of the program. The Senior Program Manager will report to the Senior Strategist for NCCARE360 at FHLI and will coordinate, communicate, and be integrated in the work of other project partners.

**Job Duties and Responsibilities:**

- Manage the day-to-day implementation of the program.
- Navigate technical needs for the program, including establishing metrics and data review protocols.
- Work with the Senior Strategist to establish evaluation criteria and strategies.
- Drive awareness, community engagement, and facilitate story-telling for the project.
- Participate in contracting conversations with health systems, payers, state entities, and private funders.
- Support the launch of NCCARE360 as part of the North Carolina's Medicaid Transformation work.
- Work with FHLI and partners on funding and budget management of the project.
- Plan and coordinate the activities of the NCCARE360 program, including development, implementation, reporting, and program performance evaluation.
- Initiate and promote strong relationships with program partners and stakeholders across healthcare, including payers, community-based organizations, social service agencies, hospitals, physicians, state, and local government.
- Provide oversight for the program's Program Specialist.

**Education & Experience:**

- A graduate-level degree in business, public, or healthcare administration or a related field with a minimum of 7-10 years of experience managing a complex project or program; OR an undergraduate-level degree in a related field with a minimum of 10 years of experience managing a complex project or program is required.
- Experience in the healthcare sector, and knowledge of rural health policy and social determinants of health, are required.
- Experience working with public-private partnerships is required.
- Understanding of information technology for web- and software-based tools and programs, including the ability to evaluate data and extrapolate insights.

**Essential Qualifications:**

- A well-organized, self-starter who can work independently and proactively.
- Someone who can set and achieve goals, be held accountable for goals, and function in a calm, reserved, and effective manner under stress.
- High-level project management skills.
- Ability to develop and work with external teams on a large, new initiative, as well as inspire quality work within those teams.
- Ability to build relationships for achieving long-term goals.
- Ability to work with people from all backgrounds and with varying skill sets.
- Ability to work creatively to solve problems and overcome challenges.
- Skilled at oral and written communication; comfortable presenting project at meetings, conferences and other events.
- Available to travel locally and statewide (as needed), and the ability to maintain a valid driver's license.

**Additional Information:**

FHLI staff are working 100% remotely during the pandemic. Post-pandemic, we anticipate that the Senior Program Manager for NCCARE360 will be primarily work in our office in Cary, NC.

This position is open for immediate hire.

**Pay/Benefits:**

This is a full-time, salaried position. Salary will be commensurate with experience. This position will receive generous company benefits to include 100% paid health, dental, long-term disability, and life insurance coverage for the employee, as well as company-paid retirement contributions.

Salary is commensurate with experience.

We actively encourage diverse candidates to apply. FHLI provides equal employment opportunities to all employees and applicants without regard to race, ethnicity, religion, age, gender identity or expression, sexual orientation, disability, national origin, genetic information, or veteran status.

**To Apply:**

Interested applicants should send a cover letter, resume, and three (3) professional references to be considered. Please send all requested documents to: [recruitment@foundationhli.org](mailto:recruitment@foundationhli.org) . Please use the subject line "Application for NCCare360 Senior Program Manager."

FHLI will only review submissions that include all of the requested materials. Please be assured that FHLI will not contact references until later rounds of interviewing, and only after the applicant provides explicit permission. Position open until filled. No phone calls please.