



STATE OF OHIO
Joint Medicaid Oversight Committee
Columbus, OH

Invites applications for the position of:

EXECUTIVE DIRECTOR

An Equal Opportunity Employer

PN: 1

Job Type: Full-Time, Permanent

Location: Franklin County

Promotional Bid:

unclassified position (may include promotion, transfer or demotion)

Job Location: Columbus, Ohio

Division:

Opening Date: Tues. 11/20/18

Closing Date/Time: Wed. 11/28/18 11:59 PM Eastern Time

Pay Range: \$100,000
to \$120,000 per year

Hours of work:

Salary:

\$100,000.00 - \$120,000.00 Annually

Job Duties:

Job Description: The Executive Director of the Joint Medicaid Oversight Committee (JMOC) reports to the Chairperson of JMOC and will assist all ten members of the committee. The Executive Director will perform and supervise consultative and analytical work related to the research, development, implementation, evaluation, and oversight of the Ohio Medicaid program and the associated benefit delivery system. The Executive Director position will work under the direction of the acting JMOC Chairperson with extensive latitude for the use of initiative and independent judgment.

Essential Job Functions: Organizes and attends all JMOC hearings and attends any external and internal stakeholder meetings as requested by the members of the committee and works a predictable office schedule in accordance with the office hours of the General Assembly. Leads state and federal research on policy utilization and financial implications of policy for the citizens of the State of Ohio. Leads special projects requested by the JMOC Chairperson and assists any member of JMOC with understanding federal and state Medicaid and associated health care program policies and administration. Manages and is responsible for the day-to-day operations of the executive office.

Knowledge and Skills Abilities: Knowledge of state and federal Medicaid, applicable health care programs, and state and federal policies. Skills in analyzing, evaluating, and communicating complex coverage and reimbursement policies of such programs and in analyzing applicable compliance of federal and state laws and regulations. Skills in project management and consultative assistance. Skills in creating creative and workable solutions to complex policy issues. Skilled in interpersonal relationships, including the ability to work with people under pressure, negotiate among multiple parties, resolve conflicts, and establish and maintain effective working relationships with

various level personnel in governmental entities and applicable stakeholders. Skill in communicating effectively; both orally and in writing. Ability to exercise judgment and work independently with minimal supervision. Ability to work cooperatively in a team environment. Ability to lead and administer an office, including skills in management and budgeting.

Initial Selection Criteria: Knowledge of state and federal Medicaid, applicable health care programs, state and federal policies, and financial obligations necessary to implement policies of and proposed policies of Ohio. Knowledge of the processes and workings of both the Ohio General Assembly and the Ohio Medicaid program. Knowledge of the state and federal legislative and administrative rule-making process. A degree from an accredited college or university in public policy, public administration, public affairs, economics or associated field is required with an advanced degree preferred. Experience in the field of public policy, public administration or public affairs totaling at least five years is preferred. Experience in the executive or legislative branches of Ohio government is preferred.

Salary for this position will range between \$100,000 to \$120,000 and is negotiable based on experience and meeting of qualifications.

All applications must clearly indicate how the Minimum Qualifications & Position Specific Minimum Qualifications, if applicable, are met. Applications that do not indicate this, will not be given consideration.

***IMPORTANT NOTE:** Please do not include your Social Security Number (SSN) with your on-line application and/or documentation. If attaching a document that contains your SSN, please redact (black out) SSN before attaching it to your application.

The State of Ohio is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, sexual orientation, genetic information, religion, age, disability or military status in employment or the provision of services.

When contacted for an interview, an applicant who requires special accommodations due to a disability should notify the office at the time he/she is contacted so that proper arrangements can be made for the interview.

Job #1
Executive Director
EC