

525 Park Street  
 Suite 140  
 St. Paul, MN 55103  
 (651) 645-0099



## MINNESOTA COUNCIL OF HEALTH PLANS POSITION DESCRIPTION

<b>Job Title:</b>	Director of Government Programs and Health Policy
<b>Reports To:</b>	Chief Executive Officer (CEO)
<b>Compensation/Benefits:</b>	\$115,000-\$125,000; Commensurate with Experience
<b>Position Length:</b>	Full Time

### POSITION SUMMARY

The Minnesota Council of Health Plans (“Council”) is an association of nonprofit health plans whose mission is to get Minnesotans the affordable, equitable and quality-based care they need today and in the future. The Director of Government Programs and Health Policy leads public programs, research and analysis for the Council. The ideal candidate will be a positive collaborator who takes pride in producing accurate and influential work product.

### ESSENTIAL FUNCTIONS

#### Policy Development:

- Lead meetings of the Council’s Government Programs Committee. Co-lead or lead, as required, meetings of the Legal & Regulatory, Health Equity and Community Health Committees and various work groups.
  - Develop agendas in collaboration with committee chairs and Council staff.
  - Conduct research and provide analysis to support efficient meetings.

#### Stakeholder & Community Engagement:

- Lead or co-lead, as required, Council meetings with state agencies.
- Build and maintain effective working relationships with leadership and staff of health care stakeholders including agencies, health care trade associations and community groups.
- Represent the Council in external meetings, work groups and task forces.

### POSITION REQUIREMENTS

- Bachelor’s degree in a related field and five years of demonstrated success in project management. Advanced degree is highly desirable.
- Substantial knowledge of the state and federal health insurance industry, state public programs, and health care policy.
- Curiosity and an interest in improving medical care, health care outcomes, addressing social determinants of health, and eliminating health disparities for Minnesotans.
- Demonstrated leadership and small group management skills.
- Excellent oral and written communication skills.
- Ability to manage multiple project assignments simultaneously.
- Demonstrated ability to organize information and apply problem-solving skills.

- Ability to comfortably operate in a changing environment and be able to collaboratively lead groups to accomplish shared goals.

Excellent benefits, including 10% bonus eligibility. The Council supports a hybrid work environment, allowing staff to conduct work remotely when appropriate. In person attendance is required for various meetings.

Applicants: Please send a cover letter and resume to Yvette Robinson at [robinson@mnhealthplans.org](mailto:robinson@mnhealthplans.org)