



# Sonoma County Indian Health Project, Inc.

144 Stony Point Road • Santa Rosa, CA 95401 • Telephone (707) 521-4545 • Fax (707) 526-1016

## Job Announcement

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<b>Position:</b>	<b>Quality Improvement Director</b>
	Full-Time with Benefits
<b>Hours:</b>	Monday – Friday, 8:00 AM to 5:00 PM
<b>Worksite:</b>	Santa Rosa
<b>Department:</b>	Office of CEO
<b>FLSA Status:</b>	Exempt
<b>Reports to:</b>	Chief Executive Officer
<b>Salary Range:</b>	\$79,200 to \$120,400 per annum
<b>Application Closing Date:</b>	<b>Open Until Filled</b>

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**Job Purpose:** The Quality Improvement Director plays an essential role in managing the development, coordination, implementation, evaluation and monitoring of the Quality Improvement Program throughout Sonoma County Indian Health Project, Inc. (SCIHP). This person, in collaboration with the Chief Executive Officer (CEO), SCIHP Board of Directors, and Department Directors will support, create and enhance SCIHP's Quality Improvement Program, risk management, patient safety and strategic performance objectives. The Quality Improvement Director will analyze, review, forecast, trend and present information while selecting, recommending and applying appropriate analytical and statistical techniques to measure trends, progress or changes. They are responsible for establishing, promoting, maintaining and enhancing quality improvement systems, by promoting teamwork and team effectiveness; monitoring program effectiveness; statistical analysis; performing audits and studies; and maintaining an effective outcome driven Quality Improvement Program. The Quality Improvement Director will coordinate, facilitate and provide guidance to ensure that SCIHP is in compliance with regulatory and accreditation organizations, such as HRSA, AAAHC and the State of California.

### **Qualifications:**

- Bachelor's Degree with (2) years' experience in a Health-related field or other related field.
- Minimum (5) five years' experience in Quality Improvement or Health-related field or combination of relevant education and experience may be substituted on a year for year basis.
- Professional certification (e.g. Certified Professional in Healthcare Compliance (CPHQ)) is a plus.
- Experience with AAAHC, JCAHO, or NCQS standards is essential.
- Advanced experience with Microsoft Office Suite, particularly Word, Excel and Power Point.
- Experience with Native American health centers, community health centers or non-profit organizations is preferred.
- Statistical knowledge preferred.
- Valid, unrestricted California Driver's License and must be insurable
- Position requires occasional overnight travel.
- Must pass a pre-employment drug screen, physical and background investigation.

**Special Qualifications:** Must be sensitive to the needs of the Native American Community, which includes culture, traditions, and background.

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**Apply to: Sonoma County Indian Health Project, Inc.**

**Attn: Human Resources Manager**

**144 Stony Point Road, Room 2209, Santa Rosa, CA 95401**

**Fax (707) 526-1016 or Email Resume and SCIHP Application to: [employment@scihp.org](mailto:employment@scihp.org)**

**Employment Application available online at: [www.scihp.org/human-resources](http://www.scihp.org/human-resources)**

**When applying for Indian Preference, attach valid proof of eligibility**

Preference in filling vacancies will be given to qualified Indian applicants in accordance with Federal Law, including the Indian Preference Act (Public Law Title 25, U.S. Code, Sections 472 and 473). Subject to the foregoing, Sonoma County Indian Health Project, Inc. is an equal opportunity employer. All application forms are subject to the provisions of the Privacy Act (Public Law 93-579, Section 78) and become the property of Sonoma County Indian Health Project, Inc. Reasonable Accommodation: Sonoma County Indian Health Project, Inc. will make reasonable efforts in the selection process to accommodate persons with disabilities. Please advise Human Resources of any special needs in advance of selections procedures by calling (707) 521-4654.