



Associate Director/Director of the HDI

Overview

Arkansas Health Data Initiative (HDI)

Through Act 1035 of 2003, establishment of the **Arkansas Health Data Initiative (HDI)** gives ACHI the authority to access information collected by state agencies and departments upon permission of the director of that agency or department. Further, Act 1489 of 2009 provides access to licensure and practice information for clinicians across the state.

Through the HDI, ACHI uses data to produce information that enables policymakers to evaluate options and pursue policy changes to improve health through legislative, executive, or judicial decisions as well as through efforts in the private sector. ACHI has a long track record of successful legislative initiatives—the tobacco master settlement agreement, childhood obesity initiative, safety-net insurance waiver, clean indoor air safeguards, and more. Through the executive branch, ACHI has supported risk reduction strategies for tobacco and obesity through the state and public school employee plan that has been emulated in the private sector. Finally, through private sector collaborations, ACHI has worked to establish a statewide trauma system and injury prevention strategy.

Position Summary

The Associate Director/HDI Director provides mission-focused, strategic, and process-minded leadership, reporting to the Director and working with the other Associate Directors of ACHI. This ACHI Associate Director will lead the Arkansas Health Data Initiative, providing practice leadership and strategic direction. As Director of the Arkansas HDI, s/he will ensure ACHI's data asset strategies and analytical initiatives frame and answer pressing health policy questions for Arkansans and the nation.

Responsibilities

Strategic Planning (20%)

- Provide strategy-oriented intellectual capital for ACHI by understanding and interpreting data for development and implementation of health policy
- Develop effective relationships with external stakeholders, state agencies that own and use health-related data and national data sources such as the Centers for Disease Control and Prevention, National Center for Health Statistics, Agency for Healthcare Research and Quality, and private sector data sources.
- Maintain / develop relationships with key organizations in the Arkansas policy environment including state Agencies and the Colleges of Medicine and Public Health on the University of Arkansas for Medical Sciences campus, and Colleges of Business and Agriculture on the University of Arkansas campus
- Contribute to formal frameworks and methodologies for approaching major health policy issues, both leveraging existing ACHI's intellectual capital and developing innovative concepts
- Identify problems, needs, or gaps in data to support health policy and develop working plans with long-range goals to address those issues
- Oversee and participate in development of proposals, contracts and grant writing to support the mission of ACHI

Analyses (40%)

- In collaboration with ACHI's policy team, define policy-relevant questions to be answered through health data analyses
- Develop, interpret, and assist in implementing protocols, standards, guidelines, and quality assurance procedures to ensure appropriate and timely access to HDI resources
- Develop methods and procedures to analyze data at various stages of project development
- Analyze data to assess information that affects the health of Arkansans and drives health policy improvements
- Oversee the communication and dissemination strategies to ensure that ACHI shares its products and learning with a broad range of constituencies
- Ensure that key project results and/or policy, advocacy, and legislation are evaluated and leveraged for maximum community and organizational impact
- In concert with communications and policy team members, prepare publications for a variety of audiences including local, state, and federal policymakers; private-sector decision makers; researchers; and peer-reviewed journal audiences
- Communicate ACHI-branded messages internally and externally

Data Team Oversight & Project Management (40%)

- Recommend approaches, manage execution of strategies and analyses, and ensure overall quality of project deliverables
- Provide leadership and direction to assigned staff on all aspects of deliverables including data preparation, analyses, management of project budgets, and resource allocation
- Work with staff to develop data management systems to ensure consistent, high-quality analyses
- Act as focal point for internal cross-functional teams and liaison to outside data and policy stakeholders
- Develop business within the context of existing project work

Qualifications

Personal Characteristics and Skills

- Unwavering commitment to development of quality analytic programs and excellence in organizational and project management
- Integrity, positive attitude, mission-driven, and self-directed with demonstrated passion for health improvement through evidence
- Commitment to working collaboratively with a management team of senior professionals
- Able to handle a variety of constituencies, manage multiple tasks simultaneously and thrive in a complex, fast-paced environment with multiple priorities
- Ability to plan and manage change, achieve strategic objectives and manage fiscal and human capital
- Solid judgment and excellent communication skills
- Exceptional analytical skills and experience with analytic and database software

Experience

- **Program Leadership and Management:** This individual will have taken a hands-on approach in leading a variety of initiatives. The ideal candidate will have a track record of effectively leading a performance-based and outcome-based program and staff. Preference will be given to candidates who have developed and operationalized strategies and have experience in managing in a "values-driven" organization. Ideally the successful candidate will have experience as a senior manager in a health or health care-oriented organization with progressive experience.
- **Analytic Skills:** The HDI Director will have successfully managed large datasets; analyzed complex national, state, and/or individual level datasets; and interpreted and published results for a variety of

audiences to influence health policy development. This individual will be expert in the analysis of multi-stage sample survey data and in the design and application of sophisticated econometric models.

- **Team Building and Development:** The successful candidate will have recruited, managed, and developed a strong team of staff, program/project managers, and professionals. This individual must have worked collaboratively with internal as well as external partners.
- **Exceptional Communication Skills:** This individual will have strong written and verbal communication skills. S/he will be a persuasive, credible, and polished communicator with excellent interpersonal and multidisciplinary project skills.

Minimum Qualifications

- Master's degree in statistics, epidemiology, public health, economics or related field and six years of executive-level management or bachelor's degree in one of these areas with eight years of management and director-level experience.

Preferred Qualifications

- Skills or experience working at the level of senior faculty in an academic research or public health center are preferred. Also preferred are a master's or doctoral degree in epidemiology, biostatistics, economics, sociology, or demography. Policy relevant experience in the political environment is preferred. Established tenure track or adjunct faculty appointments may be considered.