

AHIM Executive Director

Salary range \$170,000.00 to 200,000.00

The Executive Director oversees all activities of the AHIM and works closely with the Board of Directors to define and execute its mission in light of its statutory responsibilities and the health insurance needs of the state. The Executive Director must be attuned to the rapidly evolving health insurance market, health care delivery system trends, and state and national legislative and political dynamics.

Responsibilities:

1. Draft policies, procedures, and rules to implement the AHIM;
2. Apply for state, federal, or private grant funds to plan, implement, and operate the AHIM;
3. Assemble and retain high-performing staff and establish the staff's scope of responsibilities;
4. Facilitate cooperation on cross-agency policy and operational initiatives;
5. Set strategic priorities for the AHIM in consultation with the Board of Directors;
6. Manage the AHIM to ensure achievement of short and long-term strategic priorities;
7. Work with staff to oversee agency finances;
8. Build and manage external relationships essential to the success of the AHIM to include high-level state and federal government officials, health insurance industry leaders, and key vendors;
9. Highlight the AHIM's accomplishments and participate in discussion and debate of health insurance policy;
10. Seek opportunities to educate policymakers and the public about the AHIM and promote health insurance reform;
11. Create fundamental systems and procedures to execute AHIM's obligations under applicable law; and
12. Conduct other activities required under applicable law.