



## **VICE PRESIDENT OF FINANCE AND SUPPORT MOUNT DESERT ISLAND HOSPITAL ORGANIZATION**

Mount Desert Island Hospital Organization seeks a Vice President of Finance and Support to provide financial leadership to the hospital and its subsidiaries and to oversee the following divisions: Fiscal Services, Pharmacy and Infection Control, and Revenue Cycle. This individual will work in close collaboration with the President/CEO and with the governing body, senior managers, division directors and medical staff to advance the hospital's mission of providing compassionate care and strengthening the health of its community by embracing tomorrow's methods and respecting time-honored values.

### **Organizational overview**

Mount Desert Island Hospital Organization is a state-of-the-art nonprofit healthcare facility with eight regional health centers, a retirement community with an adult day center for seniors, a Breast Health Center, and a full-service dental center. Located in Bar Harbor, Maine, the 25-bed critical access facility is recognized nationally as a top rural hospital for quality care and patient satisfaction, voted #1 in Maine in a national survey of patient ratings released in 2014 and recipient of a five-star rating from the Centers for Medicare and Medicaid Services in 2015. It consistently ranks among the best in Maine according to the Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS), a national survey of patient perspective.

With an annual net operating budget of approximately \$61 million, MDI Hospital employs more than 500 people. Services include 24-hour emergency care, surgery, laboratory, pharmacy, medical imaging, care management, cardio pulmonology, cardiology, pulmonology, clinical nutrition, diabetes education, behavioral health, cardiac rehab, physical and occupational therapy, occupational medicine, oral healthcare, community health and wellness, obstetrics, orthopedics, urology, urogynecology, oncology, cancer patient navigation, palliative care, acupuncture, music therapy and an adult day program for seniors with memory loss.

The hospital is committed to developing the breadth and depth of its educational initiatives, including its groundbreaking teaching partnership with the University of Pennsylvania Medicine. Established in 2011, this program has evolved into a model for future urban-rural partnerships nationwide and established MDI Hospital as a premier rural hospital for emergency medicine and critical care.

The partnership with UPenn Medicine is among the many achievements marking the tenure of President/CEO Arthur Blank, who joined the hospital in 1999 and will retire at the end of 2020. Assuming the top leadership post, effective January 2021, will be current CFO/COO Christina Maguire. Maguire has been instrumental in the organization's development over the past decade, guiding its vision to be the community's medical home through the pursuit of innovative care models and an integrated health system.

### **Position responsibilities**

A key member of the senior management team, the Vice President of Finance and Support will report to the President/CEO and act on behalf of the President/CEO when s/he is unavailable. Major areas of responsibility for this position include:

- Overseeing the system of recording financial activity to assure the accuracy of the organization's financial records
- Overseeing the preparation of operating and capital budgets, and providing tools and analyses to monitor budgetary compliance

- Preparing an achievable budget according to an established timeframe for presentation to and ultimate approval of the Board of Trustees
- Developing internal control policies and procedures and monitoring compliance
- Analyzing and negotiating third-party payer contracts, working with networks as appropriate, and providing oversight to ensure effective revenue stream management and contractual compliance.
- Acting as a financial resource to the Board of Trustees and its committees and subsidiaries, and functioning as staff liaison for the Finance Committee; participating actively in assessing the organization's financial position and the impact of strategic plans and programming decisions
- Providing financial counsel to division directors and staff on a range of financial implications for policy development, staffing and other decisions; evaluating the cost effectiveness of services and programs; and providing financial analysis as needed
- Overseeing the Emergency Preparedness and Infection Control programs for regulatory compliance and the safety of the organization's patients, community, and staff
- Overseeing the Pharmacy Program for operational goals, compliance, and management of the HRSA 340b Programs
- Overseeing the maintenance and development of the information system infrastructure, providing leadership to ensure appropriate goals are established and achieved with available resources

### **Requirements**

A comprehensive set of skills and abilities is required to meet the challenge of this executive leadership position. The successful candidate will bring a strong work ethic, collegiality, and the following to the role:

#### *Education*

1. Bachelor's degree (preferably in Business or Accounting)
2. MBA and/or CPA preferred

#### *Experience*

1. Demonstrated leadership and management abilities
2. Five to seven years related experience **in healthcare**

#### *Special Requirements*

1. Excellent communication and interpersonal skills
2. Basic computer skills
3. Ability to cope effectively and to help others cope with stress

#### *Cognitive Requirements*

1. Ability to prioritize workload and follow-through on assignments
2. Ability to process complex information and communicate the same in a useful and understandable manner
3. Ability to work calmly and effectively under pressure
4. Ability to evaluate effectiveness/appropriateness of services, including resource utilization and allocation
5. Ability to react and adapt to changes in the healthcare environment

#### *Physical Demands*

1. General wellness sufficient to work regularly full-time

2. Ability to tolerate long periods of sitting
3. Adequate hearing, vision, speech, and manual dexterity
4. Ability to use the telephone and computer

#### *Environment*

1. Minimum potential for exposure to infectious diseases, blood, or body fluids
2. Potential for periods of high stress
3. Potential to spend up to 50 percent of time in meetings

#### **Values**

Based in the foundation of the organization's Integrated Care Philosophy, the behavior of all employees in the MDIH Organization should be consistent with the following values:

- *Compassion* – Demonstrates an awareness of the concerns of others and a desire and responsiveness to address them, using tools such as team huddles, debriefs and situational awareness to model exceptional attentiveness to patients and colleagues throughout the organization
- *Teamwork* – Treats others and carries oneself as a valued and respected partner by cooperating within the group to achieve a common goal, keeping commitments to co-workers, such as maintaining scheduled hours, responding in a timely fashion to requests and working to the full scope of practice
- *Improvement* – Supports efforts to achieve organizational goals to produce better outcomes and deliver a superior patient experience; demonstrates appropriate knowledge and practice of environmental and clinical standards; and accepts accountability for following all safety policies, supporting all safety initiatives, identifying and reporting opportunities for improving safety, using team-based improvement initiatives.
- *Respect* – Shows consideration for all internal and external customers including fellow employees, patients and their families, and others throughout the community and organization; consistently communicates in an appropriate professional manner and maintains absolute confidentiality of patient and employee information
- *Community* – Supports betterment activities within the organization and the broader community that support the organization's values and the tenants of its Integrated Care Philosophy
- *Integrity* – Insists upon adherence to a high standard of ethics in oneself and others

#### **Compensation**

The Vice President of Finance and Support will earn a competitive salary commensurate with experience and a generous benefits package that includes options for medical, dental, retirement savings, life insurance and long- and short-term disability plans.

#### **Nondiscrimination**

Mount Desert Island Hospital Organization does not discriminate against any person on the basis of race, national origin, ancestry, public assistance, ethnic background, religion, marital status, economic class, age, disability or handicap (mental or physical), sex, creed, veteran status, sexual orientation, gender identity/expression and any other legally protected characteristics in admission or participation in its programs, services and activities, or in employment. The foundation complies with all applicable national, state, and local laws pertaining to nondiscrimination and equal opportunity and will take "affirmative action" measures to ensure the enforcement of its policies.

**To apply**

Interested candidates should submit a cover letter and resume to Starboard Leadership Consulting at the following address: [search1@starboardleadership.com](mailto:search1@starboardleadership.com). The cover letter and resume should contain detailed information concerning work experience, past successes, leadership experience and qualifications. Please be prepared to provide contact information for professional references upon request.

Paper copies may be sent to Taylor Rouillard, Starboard Leadership Consulting, 84 Harlow St., Suite 4, Bangor, ME 04401, but **electronic submission of materials is preferred**. No phone inquiries, please. The deadline for application submission is October 22, 2020.