

New Hampshire MEDICAL SOCIETY

Chief Executive Officer New Hampshire Medical Society

The Board of Directors of the New Hampshire Medical Society (NHMS) seeks a dynamic and visionary leader to serve as CEO. The mission of the NHMS is to bring together physicians to advocate for the well-being of patients, for the medical profession, and for the betterment of public health. The CEO will play a vital role in deepening the organization's impact in the critical years ahead.

Organizational Overview

Dr. Josiah Bartlett founded the New Hampshire Medical Society in 1791, near the end of a fascinating life that included several distinguished careers. He served as a military leader, New Hampshire's first elected governor, a signer of the Declaration of Independence, and chief justice of New Hampshire's superior court, among other roles. As a medical practitioner for nearly 50 years, Dr. Bartlett developed a reputation among his colleagues and patients as a man of independent thinking, keen understanding, and outstanding ability, "the man who treated the patients instead of the disease."

In the spirit of its founder, the New Hampshire Medical Society, a nonprofit 501(c)6 organization, has remained dedicated to advocating for patients, physicians, the medical profession, and health-related rights, responsibilities, and issues for the betterment of public health in the Granite State. The NHMS envisions a state in which personal and public health are high priorities, all people have access to quality healthcare, and physicians experience deep satisfaction in the practice of medicine.

The NHMS Board of Directors is the governing body of the Society, and the NHMS Council functions as the principal advisory board for the Society and a key voice for NHMS physician membership statewide. The Bowler-Bartlett Foundation is the charitable, educational, and scientific 501(c)3 organization of the NHMS, whose mission is to advance the practice of medicine, enhance the quality of medical care, and better the health of New Hampshire citizens, as well as preserve and promote the history of medicine in the Granite State.

As the healthcare landscape evolves, NHMS will serve as a valuable source of support for members, a reliable partner for mission-aligned organizations, and an effective advocate for sound policies.

More information about NHMS, including profiles of the organization's dedicated staff, can be found at the website: <https://www.nhms.org/>.

Role and Responsibilities

The CEO will partner with the Board in developing a new strategic plan for NHMS with advisory input from the Council and will be ultimately responsible for the plan's successful execution. The CEO will oversee all aspects of the organization, including financial management, hiring and staff development, compliance, member services, educational programming, advocacy, and day-to-day operations. The CEO

will serve as the chief spokesperson for the NHMS, supporting the efforts of the Society's advocacy director as needed and actively representing the interests of the Society in various public forums. Providing administrative support for the Bowler-Bartlett Charitable Foundation will be among the CEO's responsibilities. The CEO will report directly to the NHMS's Board of Directors and will work in consultation with the Council as appropriate. Specific areas of responsibility will include but are not limited to:

Strategic Planning

- Work as a strategic partner with the Board of Directors in implementing a compelling shared vision and long-term strategic plan with direction from the Council
- Explore and evaluate strategic opportunities and organizational risks
- Recommend and participate in the creation of strategic initiatives, programs, and services that contribute to organizational growth and success

Administrative Leadership and Governance Support

- Provide timely and substantive reports to the Board of Directors on the operations of the Society and any emerging issues of relevance
- Support the planning, execution and proper documentation of meetings of the Board of Directors, Council, and Bowler-Bartlett Foundation Trustees
- Ensure legal and regulatory compliance and adherence to standards and requirements of any applicable federal, state, or local accreditation, certification, and licensure bodies
- Mitigate risk by maintaining appropriate insurance coverage and ensuring compliance with sound policies and procedures

Financial Planning and Management

- Lead preparation of annual budgets and operational plans, providing direct oversight of all accounting functions of the Society and its Foundation
- Ensure accountability for prudent financial management and consistent focus on the organization's financial health and sustainability
- Review financial statements and oversee financial reports to the Board
- Provide for an annual independent audit of the organization's finances
- Lead and/or oversee the facilitation of grants and act as the point of accountability for organizational obligations through state and/or federal grants and community partner organizations

Human Resources Development

- Lead the development of an inspiring, professional, team-oriented work culture
- Provide regular feedback, training, formal performance evaluations, and intervention as needed to ensure achievement of organizational objectives and to support staff in their professional growth
- Foster trust and collaboration through open communication
- Oversee the annual review, selection, and administration of employee benefits

Advocacy and Public Relations

- Serve as a registered state lobbyist on behalf of the Society and collaborate with the advocacy director and the Council to develop and support the Society's advocacy agenda

- Promote and maintain strong relationships with partner organizations, such as the New Hampshire Hospital Association, the University of New Hampshire, the New Hampshire AMA Delegation, and the Council of New England State Medical Societies
- Serve as an ambassador for NHMS at various state and national meetings and advocacy/networking functions

Member Services

- Deepen relationships with New Hampshire physicians and engage the membership to maximize their voices and leverage the benefits of affiliation
- Retain and grow physician membership by providing programming and services that solidify and enhance NHMS's relevance and value
- Ensure outstanding customer service to the membership

Position Requirements

Leading the New Hampshire Medical Society at this pivotal time will require a broad set of skills and abilities. The board expects that the successful candidate will bring to the role:

- Senior-level leadership experience managing people and providing direction, ideally with a membership organization in the healthcare sector
- Demonstrated ability in developing strategic plans and organizational strategies and executing them successfully
- Strong financial acumen with experience in budgeting, financial reporting, resource allocation, development, and streamlining of operations to maintain robust fiscal health
- A proven track record as a relationship-builder, and as a skilled and confident communicator who is ready to be the "face" of the NHMS
- An understanding of good governance and direct experience working in partnership with a board of directors
- Ability to facilitate and manage complex discussions, and substantial experience presenting to, and engaging with, diverse groups and organizations
- Legislative and governmental advocacy experience at the state and/or federal level
- Knowledge of healthcare policy and the legislative landscape in New Hampshire
- Passion for the NHMS's mission and evident commitment to protecting the public health, advancing the interests of patients and providers, and cultivating respect for physicians and the practice of medicine

Compensation

The CEO will earn a competitive salary of \$130,000-140,000, commensurate with experience, and benefits. The successful candidate can expect a formal review after the initial six months, as well as an annual review thereafter.

Nondiscrimination

The New Hampshire Medical Society 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, sex, creed, veteran status, sexual orientation, gender identity/expression and any other legally protected characteristic. The organization complies with all applicable national, state, and local laws pertaining to nondiscrimination and equal opportunity.

To apply

Interested candidates should send a resume and a cover letter explaining why they are interested in this opportunity and how it is well aligned with their strengths to Starboard Leadership Consulting at the following address: search4@starboardleadership.com. Inquiries may be directed to the same email address. Paper copies of applications may be sent to Jessica Weiner, Starboard Leadership Consulting, 84 Harlow St., Bangor, ME 04401, but electronic submissions of material are preferred. No phone inquiries, please.

The application deadline is March 26, 2024, and review of all submissions will begin immediately thereafter.