

## **Executive Director, CSU Health Network**

Colorado State University (CSU) invites applications and nominations for the position of Executive Director, CSU Health Network. CSU is seeking a visionary and accomplished leader with extensive healthcare experience to oversee a complex and integrated healthcare operation providing medical, counseling, and health education and prevention services, with a variety of clinical specialties and support services available to a diverse population of approximately 34,000 students. This is an opportunity to set a vision for the future of a comprehensive, accredited, and integrated wellness center located on a beautiful campus setting.

The successful candidate will have a demonstrated commitment to high-quality patient-centered care, direct experience in an integrated health practice, and a record of being an innovative leader and effective manager in healthcare settings. Candidates must have a collaborative and strategic spirit, with the disposition to engage effectively with colleagues across all areas in the Division of Student Affairs and partnering units. CSU Health Network is deeply committed to fostering a welcoming, supportive space where ALL students can be truly seen and valued in their entirety. The Executive Director must demonstrate excellent cultural competence and sensitivity, and the ability to work well with a wide range of constituents to ensure that the services are inclusive and meet the needs of all community members.

### **About Colorado State University**

Colorado State University is one of the nation's top public research universities and an institution on the rise. In the last decade, CSU has produced record enrollment, built on all-time highs in student diversity and student success; record fundraising far outpacing ambitious goals; groundbreaking research driven by a highly productive faculty; a campus revitalized by a transformational building campaign; and, perhaps most important, an unrivaled learning environment where nine of 10 recent graduates say they would choose CSU again and rate their education as excellent.

Colorado State University has a campus culture that is driven by a desire always to do better and a vision to be the best place to learn, work, and discover. Our Principles of Community – Inclusion, Integrity, Respect, Service, and Social Justice – reflect our core values and support CSU's mission and vision of access, research, teaching, service, and engagement. Each member of our community has a responsibility to uphold these principles when engaging with one another and acting on behalf of the University.

Fort Collins, which has been home to CSU since the University's inception in 1870, is a vibrant, friendly city of 161,000 tucked against the foothills of the Rocky Mountains in Northern Colorado, just 60 miles from Denver. The city boasts a lively arts and cultural scene, shopping in historic Old Town, a strong economy, and is a haven for outdoor enthusiasts. With more than 200 miles of bike paths and trails, easy access to the scenic Poudre River and majestic Rocky Mountain National Park, and within easy driving distance of Colorado's iconic ski areas, it is a year-round paradise. Boasting a mild climate, thriving high-tech industry, and some of the best microbreweries in the

world, it's no wonder Fort Collins annually ranks among the most livable small cities in the United States.

### **About the Division of Student Affairs**

The Division of Student Affairs fosters an inclusive campus community that supports students and staff holistically in the development of their unique potential. We collaborate across the University to inspire and empower students to be active learners inside and outside the classroom, successful graduates, and engaged global citizens. We support student success through an array of services and resources including housing, dining, student orientation, recreation, student government, student organizations, and legal, career, transition, health, well-being, and crisis services. In addition to student services, we also connect with parents and families, host conferences and events, manage the Mountain Campus, provide professional development opportunities for staff, and partner with a number of businesses in the student center. The Division employs 800 career staff, 2,000 student and hourly staff, and manages a budget of over \$150 million.

The Office of the Vice President for Student Affairs is the executive management unit for the Division of Student Affairs.

### **Position Summary**

This is a full-time, executive leadership position in the Division of Student Affairs at Colorado State University, reporting to the Vice President for Student Affairs. The Executive Director is responsible for a \$20+ million-dollar budget and overall operations of the CSUHN, ensuring the provision of high-quality health, counseling and educational programs for CSU students and families. The Executive Director is responsible for ongoing supervision of the more than 200+ staff to assure that the mission, goals and objectives of the organization are successfully accomplished. As an Executive Director in the Division of Student Affairs, this position shares responsibility for participation in projects and activities related to the Division.

The Executive Director has full decision-making authority for all aspects of CSUHN, including personnel, budget and finance, contracts, medical services, counseling services, drug and alcohol programs, health education and prevention programs, administration, facility operations, health insurance, risk management, compliance and national accreditation of the unit. The Executive Director informs and consults with the Vice President for Student Affairs campus-wide health initiatives and issues.

All positions in the CSUHN elevate decisions to the Executive Director. The Executive Director engages in decision-making related to collaborative relationships within the Division of Student Affairs, with University and external partners, such as Columbine Health Systems and the University of Colorado Health Systems. This position supervises:

### **Direct Reports:**

- Director of Operations
- Director of Medical Clinical Services
- Director of Medical Specialty Services
- Director of Psychiatry Services
- Director of Health Education and Prevention Services
- Associate Director of Communication
- Director of Counseling Services
- Director of Specialty Counseling Services
- Associate Director of Information Technology
- Senior Coordinator of Mental Health Services for Student Athletes (in collaboration with the CSU Athletic Department – 50% supervision)

**Essential Job Duties**  
**Leadership (20%)**

- Serves as a member of the Vice President for Student Affairs Senior Leadership Team responsible for division wide strategic planning, program development and goal attainment.
- Serves as a member of the Division of Student affairs Auxiliary Council, which includes units that generate revenue.
- Serves as a member of the CSU Pandemic Preparedness Team to support campus response to health emergencies.
- Responsible for fiscal planning, facilities and operational decision-making.
- Develops and implements strategic planning, visioning, goal setting and direction for a wide range of medical, mental health, educational, public health and administrative programs for CSUHN.
- Oversight for CSUHN compliance with accreditation standards and the applicable medical and legal rules pertinent to the practice of professional medicine and mental health treatment in the State of Colorado.
- Establishes relationships and collaborates with internal and external partners.

## **Personnel Management (50%)**

The Executive Director (ED) has overall responsibility for the CSUHN, which employs 200+ staff members.

- Direct supervision of the Directors comprising the Leadership Team for the CSUHN: Medical Services; Specialty Medical Services; Counseling Services; Specialty Counseling Services; Health Education and Prevention Services; Information Technology; Operations and Communications.
- Responsible for policies, procedures, and standards of performance for the Health Network, including:
  - o Clinical staff, which include medical physicians, mid-level medical providers, nurses, medical assistants, physical therapists, dentists, psychiatrists, optometrists, laboratory technicians, x-ray technicians, pharmacists, psychologists, licensed clinical social workers, and mental health counselors.
  - o Public Health Specialists, which include Health Education and Prevention Programs and Services.
  - o Administrative staff, which include medical records, reception, referrals, billing and coding, health insurance, referrals, human resources, accounting, budget management, facilities and custodial staff, administrative assistants, Information Technology specialists and student staff.
  - o Nine Leadership staff than encompasses recruitment, hiring, training, evaluation, promotion, discipline and compliance with personnel rules and regulations.

## **Administration (20%)**

- Functions as chief administrator of the CSUHN budget, including planning, developing and managing the budget and ensure ongoing financial analysis.
- Develops and manages a complex \$20+ million dollar budget, involving revenue from student fees, self-generated revenue, gifts and grants and centrally allocated resources.
- Supervises business functions, including student health insurance; insurance network contracts; billing and coding; accounting; purchasing and contracting with specialty medical providers; after hours care; and other specialty equipment vendors.
- Manages the CSUHN facilities, including physical plant, operations, repair and replacement and capital expenditures.
- Manages a retail pharmacy.

## **Collaborations (10%)**

- Works with CSUHN staff in developing strong, positive, and responsive working relationships with its various publics (student, staff, faculty, alumni, visitors, community

members and agencies) who use and/or interface with CSUHN's facilities, programs and services.

- Collaborates with internal and external partners related to strategic planning, joint ventures and management of shared space to include: Columbine Health Systems, University of Colorado Health Systems and University of Colorado School of Medicine.
- Collaborates with internal and external partners to increase a focus on Health in the University Community. Partners include but are not limited to: University of Colorado Health Systems, College of Health and Human Sciences, College of Public Health, Kendall-Reagan Nutrition Center, Center for Mindfulness, Grit Technologies, Larimer County Health District, Larimer County Mental Health and Substance Use Alliance and SummitStone Mental Health Partners.
- Collaborates with state and local public health, internal and external partners to effectively support campus response to health emergencies. Collaborations may also include local school districts, healthcare organizations and emergency management at the state, county and campus level.

## **Required Job Qualifications**

### **Education**

- The Executive Director will hold an advanced degree (MBA, Ph.D., M.D. Psy.D. or Ed.D) in Healthcare Administration, Health Sciences, Medicine, Public Health or related field.

### **Experience**

- Ten years of advancing leadership administration responsibility in a healthcare administrative position.
- Direct leadership experience in a fully integrated Health Service, including medical, counseling, substance use and health education/prevention programs.
- Possess a working knowledge of health care business functions, including health insurance, coding, billing and reimbursements.
- Possess a working knowledge of the healthcare accreditation and regulatory environment to include: Accrediting Association of Ambulatory Health Care (AAAHC), American Psychological Association (APA), Clinical laboratory Improvement Amendments (CLIA), and privacy laws, including HIPAA, FERPA and state mental health statutes.
- Demonstrated strong commitment to and experience with diverse populations that will support the department and university priorities related to equity, access, inclusion and diversity.

## **Preferred Job Qualifications**

- Direct leadership experience in an integrated university health service.
- Direct leadership experience in managing public health issues.
- Demonstrates a proven record of evaluating organizational systems, strategic interventions and creating healthy and functional organizational structures and processes. This includes experience developing a shared vision and engage in strategic planning.
- In-depth understanding of policy issues related to higher education and health care programs. A well-developed sense of how the above services or specialties might be made available to students in a holistic, trans-disciplinary manner.
- Advanced knowledge of budget/fiscal related processes.
- Experience managing complex personnel issues, particularly related to organizational change.
- Ability to handle conflict in a direct and thoughtful manner.
- Experience applying theory, assessments, research and modeling to continue strategic, programmatic and service innovations congruent with the vision and values of student affairs and higher education.

## **Benefits and Other Position Information**

Colorado State University (CSU) is committed to providing employees with a strong and competitive benefits package that supports you, your health, and your family. Visit CSU's Human Resources website for detailed benefit plan information for permanent full-time and part-time faculty and administrative professional employees: <https://hr.colostate.edu/wp-content/uploads/sites/25/2021/01/benefits-summary-afap.pdf>.

CSU is not a social security employer. Administrative Professional employees participate in a PERA or defined contribution plan (DCP) for retirement savings. For a DCP, CSU will automatically contribute an amount equal to 12% of the pre-tax monthly salary and employees contribute an additional 8%. For more information, please see the full list of retirement benefits located at <http://www.hrs.colostate.edu/benefits/mandatory-retirement1plans.html>.

**Classification Title** Senior Management Level II  
**Proposed Annual Salary** Range \$175,000-190,000  
**Salary Basis** 12-month assignment  
**FLSA** Exempt

**Department Health Network Medical  
Work Hours/Week 40**

### **Application Instructions**

Colorado State University has partnered with Keeling & Associates in this search process. Applications should include a cover letter and resume and must be sent, preferably in PDF format, to [recruiting@KeelingAssociates.com](mailto:recruiting@KeelingAssociates.com). The subject line of the email should read "Colorado State University—Executive Director." Confidential inquiries and nominations should be addressed to Dr. Liliana Rodriguez, Senior Consultant for Executive Search, Keeling & Associates, at [lrodriguez@keelingassociates.com](mailto:lrodriguez@keelingassociates.com). Applications received by June 6, 2022, will receive full consideration. The process will continue until the position is filled.

### **EEO Statement**

**Colorado State University is committed to providing an environment that is free from discrimination and harassment based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity/expression, or pregnancy in its employment, programs, services and activities, and admissions, and, in certain circumstances, marriage to a co-worker. The University will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. Colorado State University is an equal opportunity and equal access institution and affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding non-discrimination and affirmative action. The Office of Equal Opportunity is located in 101 Student Services.**

**The Title IX Coordinator is the Director of the Office of Title IX Programs and Gender Equity, 123 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-1715, [titleix@colostate.edu](mailto:titleix@colostate.edu).**

**The Section 504 and ADA Coordinator is the Director of the Office of Equal Opportunity, 101 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-5836, [oeo@colostate.edu](mailto:oeo@colostate.edu).**

**The Coordinator for any other forms of misconduct prohibited by the University's Policy on Discrimination and Harassment is the Vice President for Equity, Equal Opportunity and Title IX, 101 Student Services Building, Fort Collins, Co. 80523-0160, (970) 491-5836, [oeo@colostate.edu](mailto:oeo@colostate.edu).**

**Any person may report sex discrimination under Title IX to the Office of Civil Rights, Department of Education.**