

Posting Information

Position Title: Director of Clinical Operations **Position Type:** Full Time
Position Location: Utah Cty, UT **Position Pay:** \$110,000-\$130,000 DOE (S12, S13)
Hiring Manager: Chris Yadon | hr@yuniquefoundation.org | 385.345.4556

Foundation Mission

We inspire hope in women who were sexually abused as children or adolescents by providing through healing retreats, survivor communities, and online resources. We empower parents to protect their children from sexual abuse through education and online resources. We bring the epidemic of abuse into the light through public dialogue and social awareness.

Qualifications

We are seeking a Director of Clinical Operations to do the following: 1) Develop and execute the Foundation clinical operations strategy 2) Grow and manage the clinical operations teams, and 3) Collaborate with other executives in responsibly growing the capacity of the Foundation.

Educational/Professional Requirements

- A Bachelor's Degree
- A Master's Degree or equivalent experience
- A degree in mental health is a plus

Experience Requirements

- 10+ years in an operations role with clear career progression.
- 5+ years managing or leading an operations team in healthcare. Mental health is a plus
- 5+ years in an executive position or interacting directly with executive teams
- Non-profit experience is a plus

Responsibilities

- Participate in key decisions as a member of the executive management team.
- Provide executive and reporting oversight for all clinical operations staff.
- Hire, supervise, and terminate clinical operations management staff as needed to accomplish the work.
- Serve as a liaison between staff and executive management.
- Create, implement, and maintain the Foundation's clinical operations strategy.
- Ensure healthcare compliance adheres to industry best practices and HIPAA.
- Deliver operational support services (e.g. food service, hospitality, etc.) to clients.
- Understands and supports clinical programs as developed and delivered by the Clinical Services team.
- Ensure successful implementation of healthcare policies.
- Understand and mitigate the organization's healthcare risk profile.
- Ensure appropriate licensing and healthcare insurance profiles.
- Improve efficiency and automation of department responsibilities.