At the Illinois Primary Health Care Association, we educate, empower and advocate for Illinois’ community health centers so every person across the state can access the cutting-edge, compassionate care they need. We are searching for a collaborative leader with expertise in Medicare/Medicaid billing, health center revenue cycle management, grants management, and survey data analysis to help our members maximize their reimbursement rates and improve patient outcomes.

The AVP, Community Development & Financial Services will assist our membership (federally qualified health centers) in understanding and resolving billing issues, analyzing patient population data, collecting health outcome data, conducting annual member surveys, finding and participating in grant opportunities and maximizing health center financial performance. This position acts as a grants, billings, reimbursement, collections, accounting, UDS and reporting resource to the member Community Health Centers. This position reports to the Chief Operating Officer and supports the CFO and other members of leadership.

As a member-driven association, we have built a culture of serving others; we **EMPOWER**, **ADVOCATE**, **EDUCATE**, and **CONNECT** to ensure every Illinois resident has the care they need to thrive.

Our ideal candidate:

* Has a bachelor’s degree in finance, business administration, or health administration, or an equivalent combination of education and experience. A master’s degree is preferred.
* Has at least five years of experience in health care finance. Experience within a Federally Qualified Health Center is preferred.
* Is an expert in Medicare/Medicaid billing and reimbursement, with knowledge of the financial and budgetary practices needed to assist health centers develop and maximize their annual budgets, analyze financial patterns and prepare financial statements.
* Is mission-driven and a passionate not-for-profit leader, inspiring results from others.
* Moves easily between projects; is collaborative and adaptable to changing priorities; can wear the many hats that the members of a small-but-mighty team must wear on a regular basis.
* Enjoys analyzing data to understand opportunities and guide decision-making, and solving tough problems, especially as pertaining to Medicare/Medicaid Billing.
* Works easily with a wide range of members, staff, and senior leaders, medical professionals and other stakeholders, each with their own unique needs and concerns.
* Possesses excellent communication and interpersonal skills, helping to communicate financial performance in easily understood terms.
* Is independent, organized, and results-driven as well as positive and customer-focused.

What we offer:

IPHCA offers a generous compensation and benefits package that includes a 37.5 hour workweek, a substantial paid time off and holiday plan, as well as comprehensive health, vision, and dental benefits, disability, life insurance, and retirement. In addition, you’ll enjoy working in a team environment built on respect and collaboration. This position is full-time, exempt.

Budget: Our budgeted compensation for this position is in the range of $85,000 - $110,000 annually.

Job Location: The team is based in Springfield, Illinois, however candidates preferring to work remotely will be considered for the right fit.