

MARTHA MONTAG BROWN & ASSOCIATES, LLC

Consultants In Executive Search - Placing Leaders With A Purpose

We are pleased to announce a **brand new search** for the Gordon and Betty Moore Foundation for a **Program Officer (Clinician)** position within the Betty Irene Moore Nursing Initiative.

PROGRAM OFFICER (CLINICIAN)

June 15, 2010

The Opportunity - An Overview

The Betty Irene Moore Nursing Initiative, a significant grantmaking focus area of the Gordon and Betty Moore Foundation, **is seeking a RN or MD with strong clinical skills and with experience and knowledge of specific clinical issues, settings, and work processes for a newly created Program Officer role.** This is an exciting opportunity for an individual with a clinical background who is interested in changing healthcare practices through a rigorous, evidence-based approach.

The Betty Irene Moore Nursing Initiative (BIMNI) has a goal of improving the quality of nursing-related patient outcomes in Northern California through a cutting-edge, data driven and interdisciplinary approach. The Initiative is a \$150 million effort over ten-plus years that seeks to accomplish its goals by working with grantees and other stakeholders to develop a larger, more highly skilled registered nurse (RN) workforce; by implementing more effective hospital practices; and by improving care transitions.

The Program Officer will be responsible for a portfolio of grants to improve discharge planning and transitional care for high-risk seniors, along with grants in other Initiative areas. The Program Officer will create an overarching strategy and implementation approach in this focus area through grants, convenings, and other activities.

The Program Officer will work collaboratively with the internal Initiative team and with the external stakeholder community to develop and monitor high-impact programs to further the Initiative's goals of improving patient care outcomes, with a specific focus on improving transitional care and reducing preventable readmissions. The Program Officer will also ensure that the specific clinical interventions and quality improvement approaches used by grantees align with current evidence and will proactively identify new areas of clinical opportunity to incorporate into BIMNI strategies and implementation. The position reports to the Program Director and is based at the Foundation's Palo Alto, CA offices.

The ideal candidate is an individual with a clinical degree (RN or MD) and experience who has: 1) a sophisticated understanding of healthcare delivery systems; 2) strong business acumen; 3) comfort working on data driven, evaluation-focused projects; 4) demonstrated knowledge of specific clinical issues, settings, and work processes; 5) understanding of the scientific literature in their specific clinical area of expertise; and 6) demonstrated thought leadership on relevant clinical issues and work processes.

The Gordon and Betty Moore Foundation

Established in September 2000, the Gordon and Betty Moore Foundation seeks to develop outcome-based projects that will improve the quality of life for future generations. The Foundation's science-based, results-driven orientation stems from the principles and interests of Gordon and Betty Moore. The Foundation operates proactively in three specific areas of focus—environmental conservation, science, and the San Francisco Bay Area (which includes the Betty Irene Moore Nursing Initiative)—where a significant and measurable impact can be achieved.

Each Initiative at the Foundation is grounded in a specific theory of change (a rationale for why strategies and activities are selected and a detailed explanation of how they will produce positive transformations) which informs the Foundation's grantmaking and mobilizes grantees and stakeholders to achieve shared goals. An Initiative employs a portfolio of grants that are expected to help achieve targeted, large-scale outcomes in a specific time frame.

The Foundation currently supports five Board-approved initiatives: Andes-Amazon, Betty Irene Moore Nursing Initiative, Marine Conservation, Marine Microbiology, and Wild Salmon Ecosystems; four institutional commitments: California Institute of Technology, Conservation International, the Thirty-Meter Telescope, and the Betty Irene Moore School of Nursing at UC-Davis; and additional special opportunities in the three program areas of focus. More information is available at www.moore.org.

The Betty Irene Moore Nursing Initiative

The Betty Irene Moore Nursing Initiative seeks to improve patient safety and quality by improving hospital care and care transitions. To do so, the Initiative seeks to create a replicable regional model for improving nursing-related patient outcomes through development of a larger and better prepared RN workforce and implementation of evidence-based practices. BIMNI supports programs to:

- Implement evidence-based practices in local hospitals. BIMNI supports the implementation of evidence-based practices through an inter-disciplinary approach with frontline RNs playing a key leadership role.
- Create systems to support patient safety. BIMNI is working to implement standardized system-wide best practices, improved work processes, and an organizational focus on patient safety in its target hospitals.

- Improve transitional care. BIMNI is supporting the development and dissemination of models to improve transitional care, with the goal of reducing preventable readmissions, with a particular focus on senior Heart Failure patients.
- Address the long-term nursing shortage. BIMNI is supporting new nurse educators and expanding entry-level nursing programs and clinical placement opportunities for nursing students.
- Enhancing RN preparation. BIMNI grantees are enhancing curriculum within degree programs and are supporting the ongoing education and preparation of practicing RNs.

The Initiative is currently working in the San Francisco Bay Area counties of Alameda, Marin, San Francisco, San Mateo and Santa Clara and the Greater Sacramento counties of Amador, Nevada, Placer, Sacramento and Yolo.

Key Responsibilities

This Program Officer will work closely as part of the overall BIMNI team and will have specific responsibilities for:

- Grants Management. Manage portfolio of active grants, including tracking grant milestones, reviewing grant reports for performance against outcomes and authorizing grant payments. Partner with grantees and other stakeholders to identify and resolve challenges in projects achieving grant outcomes.
- Grant Development. Identify and develop high-impact grants aligned with Initiative strategies and leading to achievement of specific outcome goals. Serve as grant lead on selected grants, which includes working with grantees, coordinating work of cross-functional grant team to complete pre-grant due diligence, and writing internal grant documents. Lead all stages of grant development, from idea generation to completion of supporting work plan and grant documents.
- Strategic Planning. Partner with Program Director and team members to develop and implement strategies to achieve specific short-term and long-term Initiative outcomes. Collaborate with Initiative team to continuously evaluate and refine Initiative strategies and implementation of strategies.
- Clinical Review and Strategic Implementation: Ensure that the specific clinical interventions and quality improvement approaches used by grantees align with current evidence. Proactively identifies new areas of clinical opportunity to incorporate into BIMNI strategies and implementation.
- Reports and Communications. Work with Program Director and team members to prepare reports and presentations updating the Chief Program Officer, Foundation Executive

Leadership and/or Board on Initiative grant-making performance.

- Financial Oversight. Proactively manage grant portfolio's short-term and long-term financial budget.
- Stakeholder Engagement – Internal and External. Work collaboratively with the internal Initiative team and with the external stakeholder community. Convene stakeholders to identify and address common issues and solutions. Represent the Foundation and Initiative publicly regarding Initiative strategies, funding and impact.
- Content Expert. Serve as Initiative content expert in grant portfolio area, including organizing and synthesizing supporting data and new findings for internal team and external stakeholders. Participate in conferences, seminars and other professional development activities to maintain and enhance expertise.
- Teamwork. Contribute to and participate in internal Foundation teams and carry out other responsibilities as determined by Initiative and Program leadership.

Qualifications

The ideal candidate is an individual with a clinical degree (RN or MD) and experience who has: 1) a sophisticated understanding of healthcare delivery systems; 2) strong business acumen; 3) comfort working on data driven, evaluation-focused projects; 4) demonstrated knowledge of specific clinical issues, settings, and work processes; 5) understanding of the scientific literature in the specific clinical area of expertise; and 6) demonstrated thought leadership on relevant clinical issues and work processes.

The ideal candidate should also possess outstanding strategic and evaluation skills, have a track record working on complex partnership or multi-stakeholder projects, have specific domain knowledge in the area of care management (i.e., discharge planning, transitional care, etc.), and have a passion for making improvements to the healthcare system.

Core Qualifications

- Clinical degree (RN or MD) and clinical experience is required. Clinical experience should be demonstrated by 1) knowledge of specific clinical issues, settings, and work processes and 2) understanding of the scientific literature in their specific clinical area of expertise.
- A relevant Master's degree is required. A relevant healthcare-focused Master's degree is preferred (Nursing, Medicine, Public Health, Healthcare Administration, etc.).
- A background in healthcare (5-7 years) such as work in a relevant direct clinical practice, administration, healthcare consultancy, and/or in the pharmaceutical or medical products sector.

- Demonstrated ability to plan and think strategically about program design and implementation, manage large projects and budgets, set realistic goals and objectives, and balance multiple priorities. Experience in handling multiple priorities effectively, with high tolerance for ambiguity and excellent time management skills.
- Ability to assess the leadership, track record, fiscal health and capacity of an organization or institution to lead a proposed program or project.
- Strong written and oral communication skills, including ability to synthesize material and to identify major opportunities in a specific area.
- Demonstrated strong interpersonal skills, with ability to develop productive relationships with colleagues, grantees, stakeholder and other. Collegial and energetic working style.
- Demonstrated knowledge of specific clinical issues, settings, and work processes.
- Financial analysis and statistics skills, including proficiency with Excel.
- The personal presence to represent the foundation in diverse forums and maintain organizational relationships.
- Personally motivated to support the Foundation and Initiative's mission and goals.
- Ability to travel to local and out-of-town grantee meetings and site visits.

Application Process

Interested applicants should send a cover letter, resume and salary information by **email** to:

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