



## Position Description

**Position:** Director of Innovation and Capacity Building  
**Reports to:** Executive Director  
**Type:** Full Time (40 hours per week)  
**Location:** Raleigh, NC or remote

This is a full-time position, 40 hours per week, requires some travel and evenings and weekends. The Director of Innovation and Capacity Building's primary responsibility is to direct all aspects of the NC Collaborative on Medicaid Transformation. This includes supporting the collaboration and alignment of interests and priorities between partners impacted by Medicaid Transformation and the shift towards value-based care across the state. Shared learning and further engagement will be achieved by creating and directing a Resource Center to support the connection between healthcare and social drivers of health, also known as Healthy Opportunities Pilot as part of NC DHHS' Medicaid Transformation; providing onsite and/or virtual technical assistance for the delivery of effective strategies and services; and the development, sharing and implementation of promising practices.

### Program Development and Management of Resource Center (50%)

- Design, implement and direct new Resource Center to support the connection between healthcare and social drivers of health with a focus on housing, food, transportation, and interpersonal safety in collaboration with Care Share team members.
- Serve as an advocate and voice for historically marginalized populations, including rural communities and populations who experience health, social and economic barriers.
- Gather, create, and compile best practices, tools, and strategies for the Resource Center.
- Review program contract and grant reports regularly with staff; provide reports to Executive Director, funders, and partners as needed.
- Responsible for developing and maintaining relationships with all partners including philanthropy, NC DHHS, state, and community-based organizations and partners.
- Facilitate peer-to-peer learning by convening in-person and virtual meetings
- Leads internal/external multi-disciplinary partnerships to establish, implement and evaluate strategy, standards, and initiatives.
- Work to achieve specific outcomes by collaborating with a variety of partners including: Care Share team members, funders, Care Share board of directors, existing and new partners
- Ensures compliance with all grant requirements.

### Technical Assistance (30%):

- Provides direction and management for the implementation of TA services, including tracking services provided, dissemination and implementation of best practices, measuring progress towards outcomes
- Identify and develop new technical assistance services for organizations involved in the implementation of the NC DHHS Healthy Opportunity Pilots regions



- Work collaboratively with Care Share staff for promising practices development and communications needs

### **Thought Leadership (20%):**

- Evaluate quantitative & qualitative data while providing high-level strategic thinking and facilitation of the initiatives.
- Contributes to long-term team project planning, including identifying future activities and searching and applying for additional funding to support their designated specialty area of work.

### **Required & Desirable Skills:**

#### **Required Skills:**

- The ideal candidate will have experience in and be a passionate advocate of health focused on racial equity and social justice who will creatively and boldly drive organizational, and community-level public health systems change. They will have a firm understanding of public health, including the drivers of inequity and social injustice, have a successful track record leading projects and teams, and have strong presentation, writing, and facilitation skills.
- Committed to advancing health equity including an understanding of institutional and structural racism and implicit bias and their impact on historically marginalized communities in NC and their health.
- Strategic thinker, team and network builder, and thought leader.
- Strong ability to present to racially, ethnically, culturally, and socioeconomically diverse people and communities.
- Bachelor's degree or equivalent combination education and lived experience.
- Minimum of 3 – 5 years leadership experience in healthcare and/or nonprofits.

#### **Desirable Skills:**

- Master's degree in public health, health administration, public policy, organizational development, or other related field
- Grants management experience
- Collaborative learner who has community engagement skills.
- Bi/multi-lingual and experience working directly with racially, ethnically, culturally, and socioeconomically diverse people and communities.

#### **Additional Responsibilities:**

- Performs other tasks and duties as assigned.

### **Compensation:**

#### **Salary & Benefits:**

Salary Range: \$70,000 - \$80,000 Benefits include: Health, Dental and Vision, 401K with Employer Match, Life & Disability Insurance, Flexible Spending Account, Paid Time Off & Holidays

### **Application:**



**Process & Required Documents:**

To apply, candidates should send a cover letter and resume to [WWhite@caresharehealth.org](mailto:WWhite@caresharehealth.org).

As an equal opportunity employer, Care Share is committed to building a diverse, inclusive culture with a commitment to our values and mission. Care Share strongly encourages applicants from people of color and other diverse backgrounds.

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Employee Signature                      Date

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Executive Director Signature                      Date