Organizational Overview

The Verdant Health Commission is making a difference. Public Hospital District No. 2, Snohomish County is also known as the Verdant Health Commission and has a long history of supporting the health of the residents in South Snohomish County.

The hospital district formed in 1962, opened Stevens Hospital in 1964, and operated the hospital until September 1, 2010, when the facility, land, and major medical equipment was leased to Swedish Health Services, which now oversees the daily operations of the hospital. Verdant has a mission of making a difference in the lives of nearly 200,000 people in the communities of Brier, Edmonds, Lynnwood, Mountlake Terrace, Woodway and portions of Bothell and unincorporated Snohomish County. A priority of Verdant’s is to support our residents’ ability to get care, especially for those who are uninsured or low-income.

As the program of Public Hospital District No. 2, Snohomish County, the Verdant Health Commission works to provide support and opportunities for our residents to improve their health and well-being. The Verdant Health Commission is governed by five elected commissioners, each elected for a term. Prior to managing the Verdant Health Commission, the Board of Commissioners governed Swedish Edmonds Hospital (then known as Stevens Hospital), founded in 1962 to serve the residents and families of the hospital district. As of the September 2010 hospital affiliation with Swedish, the board no longer governs the day-to-day operations of the hospital. However, the board does retain oversight on major hospital decisions.
The hospital district is supported, in part, by an ongoing Maintenance and Operation (M&O) tax levy. The M&O levy for Public Hospital District No. 2 of Snohomish County is one of the lowest in the region. The Verdant Health Commission receives most of its revenue from hospital lease payments from Swedish.

The key constituents supported by Verdant include: Adults, Children & Youth, Low Income & Uninsured, Seniors and Service Providers with the goals of helping the community to Eat Better, Get Active, Stay Well and Stress Less.

Verdant partners with a number of community organizations to provide programming including: Alzheimer’s Association, American Red Cross, Boys & Girls Club of Snohomish County, Edmonds Unit, South Snohomish County Fire & Rescue, Domestic Violence Services of Snohomish County, Edmonds School District, American Diabetes Association, the YMCA of Greater Seattle and the American Heart Association among many others.

We are seeking a dynamic, emotionally intelligent and inspiring Director of Community Impact-Grantmaking to lead grant investments and make a difference in our community while meeting the organizational goals.

**POSITION OVERVIEW**

The Director of Community Impact serves as the lead grants officer and is responsible for the convening of nonprofit partners and key stakeholders, assessment of community conditions, community grant investment strategy, and outcome measurement/evaluation to gauge impact of funded projects. The Director serves as a member of Senior Management Team in developing organizational policies and direction.

**KEY DELIVERABLES YEAR 1**

- Manage the Verdant Grant portfolio to ensure investment viability and stability
- Develop and lead Verdant Community Health and Education programs while ensuring both community impact and financial viability
- Lead initiatives to meet and exceed organizational goals while supporting and fostering a positive culture
- Serve as an ambassador for the organization in the wider community with an eye towards building effective relationships
**Key Responsibilities**

**Management**

- Manage a multi-million-dollar annual portfolio of grants including but not limited to the Superintendent’s Discretionary Fund.
- Manage aspects of the review process of the grant portfolio including screening and assessing prospective project partners and proposals, providing due diligence for proposal review and make funding recommendations to the Program Committee.
- Compose management reports and memos to grantees to track performance of funded organizations and implement corrective action as needed.
- Serve as one of organization’s key contacts for media inquiries.

**Planning & Research**

- Research, identify, and analyze community trends and conditions including health and wellness needs, gaps, and assets.
- Collaborate with the Superintendent and Commissioners in assessing the community’s current health status and prioritizing the barriers to health the organization should address.
- Identify evidence-based best practices to support improvement of community health issues.
- Work with Superintendent and program staff to develop community health programs.

**Program and Community Grant Investments**

- Staff lead to Program Committee. Work with Program Committee chair to develop plans and meeting agendas. Attend committee meetings and board meetings and present program committee recommendations as required.
- Develop community investment policies and procedures for organization.
- Lead analysis and evaluation of grant portfolio data and prepare impact reports.
- Organize and implement events associated with grantmaking work: convenings, educational forums and technical assistance workshops.
- Develop and maintain an online grant management system, grantee applications and reports.
- Monitor grantee performance and recommend corrective action as necessary.
- Guide commission’s strategic response to key community needs including the development of new initiative/program opportunities.
Board & Community Engagement

- Build relationships with key community partners, stakeholders and volunteers. Initiate, lead and participate in internal and/or external committees or task forces.
- Develop community awareness of and support for community health status improvement.
- Create positive working relationships with other organizations (health, government, not-for-profit, business, etc.) and the community.
- Employ community development strategies to involve the community in reducing barriers to health.
- Serve as one of the organization’s key public speakers and representative for key community events.

Monitoring and Compliance

- Assure compliance with government regulations and standards for community investments and program activities.
- Monitor community grant investments to ensure that they are operational and agencies maintain compliance with the commission’s policies and procedures.
- Report progress in accomplishing specific goals and objectives to Superintendent and Board.
- Maintain up-to-date core documentation for grantmaking process, including but not limited to grantee folders, records and reports retention and management reports.
- Serve as Organization Treasurer, with oversight on financial and fiscal matters, independent of the Director of Finance and Operations

Qualifications

Essential:

- Bachelor’s level degree required. Advanced degree in Public Health, Administration, Health Policy or related area is preferred.
- Five or more years’ experience in health & human services, foundation, or government organizations.
- Three or more years of experience with grantmaking and managing diverse multi-million-dollar grant portfolios
- Experience in developing and giving public presentations and speeches.
- Experience supervising program staff and interns
• Experience in an entrepreneurial setting with demonstrated success in finding creative solutions, using self-motivation and minimal oversight.
• Experience with contract management within local or county government and government policies and procedures is preferred.
• Proficient in various office software, including Microsoft Office (Word, Excel, Outlook, and PowerPoint) and other relevant software products.
• Experience in data analysis and database applications, including grants management and reporting software is strongly preferred
• An abiding commitment to diversity, equity and inclusion in all forms

**Key Attributes**
- Ability to work collaboratively as part of a team
- An ability to develop a framework to anticipate and account for all kinds of risk
- Ability to stay calm under pressure
- A strong sense of integrity
- Excellent communication skills

**Location:**
Lynnwood, WA

For confidential inquiries to learn more, please contact:

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