



Chief Operating Officer Full-Time

Posting Number:	HR076101	Posting Date:	November 14, 2023	Date Available:	December 2023
Position Summary:	The Chief Operating Officer (COO) is responsible for leading and managing all aspects of operations and services at Three Rivers Hospital. This position will review, on an ongoing basis, services being offered and develop new programs as needs emerge. The COO is responsible for varied ancillary departments, and clinic services, which may change from time to time at the discretion of the CEO.				
Essential Job Duties:	Provide effective and inspiring leadership and development of all hospital operations and services of TRH and any subsidiaries. Participate with and support a continuous quality improvement process throughout the hospital and service areas to provide optimal patient care and customer service. Partner with the CEO to represent TRH with external constituency groups, including community, governmental, and private organizations. Ensure that all program activities operate consistently and ethically within the mission and values of TRH. Ensure the continued efficiency and viability of TRH program/service units through sound fiscal management. Participates in development organizational strategic goals, objectives, and input for all strategic planning processes with the CEO and staff. Acts in the absence of the CEO. Must be available for Administrator on-call for facility. Serves as physician/hospital liaison, a resource for physicians and staff. Demonstrates clear knowledge of regulatory agencies requirements and laws governing the organization. Responsible for corporate compliance and maintains confidentiality standard. Assumes responsibility for continued professional growth. Other duties as assigned.				
Qualifications:	This position should be a seasoned professional. A bachelor's degree in business, healthcare administration, or other applicable specialty is preferred. Minimum 5 years of experience in a leadership role at the administrative level is required. Previous experience in a healthcare setting preferred. Education and experience requirements may be waived at the Administrator's discretion. Special skills which are required include demonstrated ability in planning and implementing hospital operating systems for rural and/or critical access hospital; budget development; risk management and quality assurance; knowledge of business law, grant writing, and quality improvement; as well as excellent problem-solving skills and verbal and written communication skills. This position may be required to speak publicly on the financial condition of the hospital. The COO must be able to communicate in a professional manner through various mediums of communication devices including, verbal, written, public speaking, etc.				
Position Wage Range:	MIN:	\$74.32	MAX:	\$102.48	Sign-on Bonus: None
Schedule:	Days:	Monday - Friday		Hours:	8:00 am – 4:30, or as needed
Department/FTE:	Administration	FTE:	1.00/40 hours per week		Benefit eligible? Yes
Benefit Summary:	<i>Benefits include Group Medical (employee's premium is paid by the hospital); voluntary plans for Dental & Vision offered. Dependent coverage is also available. Employer paid basic plans for Life, Long-Term Disability, & Short-Term Disability with buyup options available. Voluntary Life with guaranteed issue. A Flexible Spending Account (FSA) plan is offered. A complimentary 24/7 Employee Assistance Program (EAP) for all staff is available. Insurance benefits are effective the first of the month following hire date.</i>				
Physical Requirements:	Please see full Job Description in Human Resources				

INTERESTED CANDIDATES – PLEASE APPLY		HR USE ONLY	
MAIL OR APPLY IN-PERSON:	Three Rivers Hospital Human Resources Department PO Box 577 507 Hospital Way Brewster, WA 98812 (509) 689-2517		
APPLY ONLINE:	www.threerivershospital.net		
HR CONTACT EMAIL:	opportunity@trhospital.net		
<i>Three Rivers Hospital is an equal opportunity employer.</i>			