



EFL Associates

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VICE PRESIDENT FINANCIAL OPERATIONS

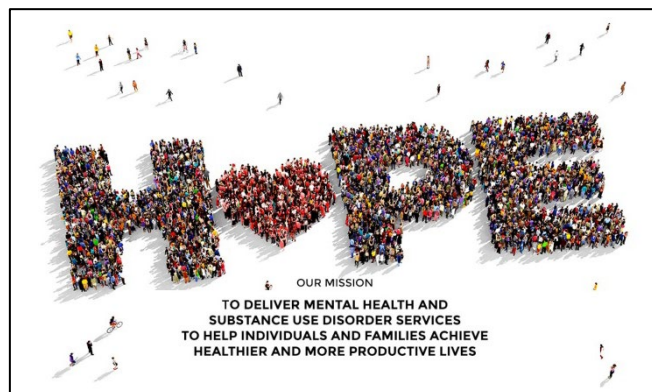
POSITION SPECIFICATIONS

CLIENT

ReDiscover (www.rediscovermh.org) is a nonprofit certified community behavioral health organization that provides comprehensive programs and services for men, women and children whose lives have been affected by mental illness, addictions, and/or traumatic life experiences. Serving an average of 2,000 people a day across 16 Kansas City-area clinics, the organization's vision is "to be a comprehensive community resource for mental health and substance use disorder issues, responsive and affordable to all who need it, providing the highest quality of care." [ReDiscover Video](#)

"Compassionate about health care. Passionate about people."

Over the course of 53 years, ReDiscover has established a history of providing comprehensive, specialized, and cohesive services designed to address the needs of a diverse population. Currently, the organization provides an array of residential, mental health outpatient, substance use disorder services and medication management for clients in community settings, including home- and school-based services.



ReDiscover is described as a model provider and the strongest and most active provider in the Kansas City area due to its treatment philosophy, ease of access to services, concern for individuals and families served, and overall quality of its staff and services.

According a recent CARF survey, ReDiscover staff members are invested and truly passionate, as evidenced by their positive, respectful and proactive attitudes. They treat clients as family while embracing the philosophy of meeting individuals served "where they are" and helping them achieve their goals of recovery and/or stability.

In addition, ReDiscover has created partnerships and a stable reputation that provides high quality and compassionate mental and behavioral health programs.

ReDiscover partnered with the City of Kansas City, local hospitals, the State Department of Mental Health to design and manage the Kansas City Assessment and Triage Center (KC-ATC), a 23-hour ambulatory crisis center for clients presenting to police and hospitals with psychiatric or addiction crisis. ReDiscover hosts a monthly hospital diversion collaborative that is described by one of its members as creating a “hospital without walls.”

ReDiscover’s positive reputation, clinical responsiveness and track record of successfully improving health outcomes has led to tremendous growth. The organization has grown to more than 600 staff members and an annual budget of \$61 million, with revenues primarily generated through Medicaid (60%), State General Revenue, grants/contracts from [Jackson County Community Mental Health Levy](#) and [COMBAT](#), as well as philanthropic funding.

RESPONSIBILITIES

Reporting to the Chief Executive Officer, the Vice President (VP) of Financial Operations will be a strategic and consultative leader, whose role is to ensure that ReDiscover’s organization-wide financial goals, policies, procedures, and reporting support the organization’s mission, vision and culture.

The Vice-President has 20 direct and indirect reports: 11 are billing/accounts receivable professionals and nine are accounting/payroll professionals. The VP will foster growth and learning of their team and the entire organization, and be a supportive collaborative leader.

In keeping with the Mission, Vision, Values of ReDiscover, the VP functions as part of the Executive Leadership Team and contributes to executive decision making by providing input in areas of expertise. Peers to the Vice President are: Chief Medical Officer, Vice President of Strategic Infrastructure & Systems Integration, Vice President of Culture & Strategic Growth, Vice President of Wellness & Recovery Services, Vice President of Mental Health Services, Vice President of People Operations, and the Vice President of Organizational Integrity.

As part of ReDiscover’s team-oriented philosophy, the VP is expected to lead and actively participate in a variety of cross-functional teams and performance improvement initiatives and ensure services are provided and administrative duties are conducted in accordance with the standards of clinical practice established by the State of Missouri, the policies and procedures of ReDiscover and the contractual requirements of all payers. The VP is also expected to reflect the mission, vision and values of ReDiscover when representing the organization in meetings with funders, community partners and other stakeholders.

Without question, this position represents an opportunity for a collaborative and forward-thinking financial leader to make a significant impact in a thriving, well-respected organization. The VP will oversee and develop an insight-driven, innovative strategic plan for Financial Operations across ReDiscover.

Under the direction of the CEO, the Vice-President provides creative and inspirational leadership, supports diversity & inclusion, and assures compliance with standards,

regulations, and laws in addition to strengthening ReDiscover's Financial Operations in support of organizational mission, vision, values, culture and programs.

Strategic Priorities:

- Effective change management
- Stay informed on legislative changes which may impact ReDiscover from a financial perspective
- Connect individual employee performance with organizational financial goals and reiterate how employees are contributing to ReDiscover's mission
- Mapping the employee journey and lifecycle
- Promote culture of continual learning and personal growth to help build a collaborative culture where all employees feel competent and valued
- Foster psychological safety and trust
- Build, manage and coach a high-performing Financial Operations team.
- Provide executive oversight of Financial Operations

In addition to the foregoing, the responsibilities of the VP shall be to:

- Lead and coordinate both financial and tax accounting and reporting with applicable rules and regulatory requirements.
- Provide timely and accurate reporting that includes analysis of financial results and trends, including financial stability and liquidity, for the executive Leadership Team, the Board of Trustees and its Finance and Audit Committees, and outside third parties as appropriate.
- Develop financial reports to guide decisions through the organization.
- Initiate meetings with the CEO, Chairs of the Finance Committee, and the Audit Committee to update them on financial results, forecasts, issues, and opportunities
- Recommend benchmarks/dashboard for measuring the financial and operating performance.
- Oversee management of business functions including cash management, billings, collections, payables, and payroll and management of daily operations.
- Coordinate all external audits and internal control reviews.
- Design and implement a system of internal controls that operate effectively.
- Examine profitability and overhead reimbursement for all programs and engage Directors with expertise in these matters to develop recommendations and solutions to enhance the ROI on activities, while, at the same time, complying with all applicable governmental and quasi-governmental statutes, rules and regulations.
- Assist in the establishment and implementation of financial budgeting and expenditures to facilitate short- and long-range goals, objectives, policies, and operating procedures. Design, establish, implement, and maintain an organizational structure and staffing to effectively accomplish the goals and objectives of the financial department, key security systems for financial information, and essential business information and technological systems and operation support systems relevant to financial needs and requirements.
- Oversee and manage process for management of reserve and grant accounts and the allocation of assets.
- Develop and oversee banking relationships in coordination with the CEO.

- Work with executive Leadership Team to develop a strategic plan for utilization of surpluses realized from the effective and efficient operations from various revenue sources.

EDUCATION AND EXPERIENCE

- Bachelor's degree in accounting or finance is required. Master's degree in a related area is strongly preferred.
- CPA or CMA designation will distinguish the most qualified candidates.
- Must have strong analytical and problem-solving skills to deal with healthcare regulations and find creative solutions to financial challenges.
- Experience as the top finance professional at an organization of similar size and complexity is highly preferred. Acceptable backgrounds and career history may originate from healthcare, appropriate not-for-profit entities, or possibly large public accounting firms.
- A minimum of five years of progressively responsible senior level experience in most or all of the reporting areas is required, including financial management, in an organization of comparable complexity.
- Experience with healthcare revenue cycle management strongly preferred.
- Current knowledge of accounting principles and regulatory/compliance requirements for healthcare and/or not-for-profit organizations, with proven business acumen to manage budgets. Communication is a key skill in this role, as are interpersonal skills, which are critical to providing leadership in engaging, supporting and motivating staff.
- Given the size/scope of ReDiscover, it is important that candidates have a background in a complex environment (multiple locations, significant size/staff, etc.).
- Experience in healthcare or a mental health and/or substance use setting with clients who have co-occurring mental health disorders is desired.
- Solid knowledge of and practical experience with applicable technology tools.

PERSONAL CHARACTERISTICS

- Strong commitment to the mission of ReDiscover and to fostering excellence. A commitment to collaboration, as well as courage and compassion are required for this position.
- Must have solid relationship building skills with an ability to work closely across the organization and be able to develop credibility with staff, CEO, Executive Leadership Team, Board, and external constituencies for the purpose of establishing confidence in the financial function.
- Management style must be supportive and not punitive, firm but fair, and noted for inclusiveness, consensus building, collaboration, facilitation and follow through.
- Strong presentation skills including the ability to present complex financial information in a comprehensible way to various stakeholder audiences.
- Must be a solid team player and collaborator with a high degree of personal awareness, who can effectively balance and contribute to the strategic direction of the organization.
- Strong commitment to customer service and an ability to monitor and evaluate service quality.

- Excellent organizational, interpersonal, communication and negotiation skills with a willingness and ability to listen actively.
- Detail orientation is a must . . . the individual must embody a philosophy of “do things right the first time.”
- Should be willing to adapt to and initiate change, embrace new ideas and new ways of doing business and be proactive initiating change to improve operating procedures and/or quality within the organization. Humble and open to constructive feedback and suggestions.
- Skilled in thinking ahead, anticipating issues that need attention and having the foresight and insight to develop initiatives in response. High level of energy, creativity, initiative.
- A demonstrated ability to lead and the skills to develop leaders as a testament to superior supervisory experience – a “manager of managers.”
- Data-driven decisions are a must for this role, in addition to transparency.
- Must have a strong personal value system that encompasses high integrity, honesty, a solid work ethic, a service-oriented mentality and strong moral character.

THE KANSAS CITY METRO

This position is located at ReDiscover’s headquarters in **Lee’s Summit, Missouri** – part of the Greater Kansas City metropolitan area. As such, candidates currently living outside of the region must be willing to relocate to the Kansas City region.

Greater Kansas City has earned a reputation for being one of the best places to live and work in the nation and was named one of the Top 50 Best Places for Business and Careers by *Forbes*. Home to outstanding cultural and arts facilities and major athletic teams, the region has achieved numerous [national accolades](#) for high rankings in: affordability, raising a family, the redeveloped downtown, technology, charitable giving, museums, sports facilities and has a reputation for being one of the best places to live and work in the nation. The approximately 1.8 million residents enjoy a vibrant community of professionals working in areas of entrepreneurship, innovation, higher education, and technology. Kansas City was also recently named the “Coolest City in America” by the *Huffington Post* (<http://www.huffingtonpost.com>).



Kansas City is alive with art, dance, theater, culinary accomplishments, eclectic local attractions, international events, and music of all kinds, including jazz, for which Kansas City is famous. Kansas City has major league athletic teams, including the Super Bowl Champion Chiefs, the World Series Champion Royals.



Relevant Web sites that provide meaningful information about the region are as follows:

- Visit Kansas City www.visitkc.com
- Welcome to Kansas City Video www.vimeo.com/kcadc
- Kansas City Area Development Council www.thinkkc.com
- Greater Kansas City Chamber of Commerce www.kcchamber.com
- Kansas City Business Journal www.bizjournals.com

COMPENSATION

ReDiscover offers a competitive salary, affordable medical and dental plans, 403(b) savings plan, and tuition assistance, along with other benefits. Relocation assistance provided, if needed.

NON-DISCRIMINATION

Our client and EFL Associates firmly support the principle and philosophy of equal opportunity for all individuals, regardless of age, race, gender, creed, national origin, disability, veteran status or any other legally protected categories.

APPLICATION PROCESS

ReDiscover is committed to handling this executive search in an objective and transparent manner, and has retained EFL Associates to support the process. Therefore, applicants should refrain from contacting ReDiscover associates and instead direct all inquiries to EFL Associates.

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