

Columbia University
Vagelos College of Physicians and Surgeons
Vice Chair, Finance and Administration for the Department of Pediatrics

Columbia University Vagelos College of Physicians and Surgeons is seeking applications and nominations for the position of Vice Chair, Finance and Administration for the Department of Pediatrics.

Organizational Overview

One of the nation's most research-intensive medical schools, Columbia University College of Vagelos Physicians and Surgeons (P&S) is ranked consistently among the best medical schools in the nation. P&S has close to 600 students enrolled in the M.D. program or one of the joint degree programs offered through P&S. These joint degree programs include a joint M.D./M.B.A. in Health Policy and Management and Integrated M.D./Oral and Maxillofacial Surgery. P&S is the second oldest medical school in the U.S. and became part of the nation's first academic medical center in 1928, when P&S and Presbyterian Hospital (now New York-Presbyterian Hospital, the main teaching affiliated hospital) moved to a 20-acre campus in New York City's Washington Heights neighborhood in the north end of Manhattan. With a budget of \$2 billion, P&S employs more than 6,500 full time faculty and staff who provide world-class leadership in scientific research, medical education and patient care.

Overlooking the Hudson River, P&S is located two miles north of the Morningside Heights campus of Columbia University. P&S, along with the Mailman School of Public Health, the College of Dental Medicine, and School of Nursing, as well as many allied research centers and institutes comprise the 20-acre campus of the Columbia University Medical Center (CUMC). Its educational programs are integrated with one another to train the next generation of leaders in medicine, dentistry, nursing, public health and biomedical research.

For more information about P&S, visit <https://www.ps.columbia.edu/>

The Position:

The Vice Chair, Finance and Administration (the Vice Chair) provides executive leadership and management and strategic thinking in the areas of clinical operations, financial affairs, research administration, and other administration functions to support the Department of Pediatrics' ambition to be the very best pediatric department in the United States. The Vice Chair manages a core administrative team that includes the Deputy Department Administrator, six Directors (Ambulatory Operations, Budget & Finance, Research Administration, Revenue Cycle, Information Technology, and Human Resources and Faculty Affairs), eight Division Administrators, and seven Compliance, Site, and Practice Managers.

Partnering with the Chair and collaborating with the 14 Division Directors and mission-specific physician leaders, the Vice Chair establishes departmental goals and objectives and cultivates and develops relationships within the medical school, across CCUMC, New York Presbyterian Hospital, and other affiliated organizations. This individual is charged with architecting an efficient and high-functioning infrastructure to support the Department's clinical, educational and research agenda, developing and empowering an administrative team, exercising judgment to design the systems to support the delivery of clinical care, and providing the leadership for the Department to realize the Chair's vision.

Required Qualifications and Experience:

MUST HAVE REQUIREMENTS

- Academic Medical Center and/or Healthcare Experience

- Strategic Thinking and Creativity
- Development of Staff
- Relationship Management and Communication Abilities
- Politically Savvy and Emotionally Aware

OTHER REQUIRED QUALIFICATIONS AND EXPERIENCE

- Strong analytical abilities combined with a business focus and a customer service ethos.
- Experience with Epic implementation is highly desirable.
- Bachelor's degree and Master's degree in Business Administration or equivalent in education and experience.
- Successful completion of a pre-employment medical surveillance and billing compliance clearance required; post-employment HIPAA compliance training required.

Search Team and Contact Information

Columbia University has retained the services of Diversified Search to assist in this search. Please send applications, nominations, and inquiries to: ColumbiaPedsViceChair@divsearch.com

Columbia University is an Equal Opportunity/Affirmative Action employer.