

Chief Ambulatory Officer



Job Description Template

Here at *[facility name]*, we know that providing exceptional ambulatory care starts by supporting our clinicians. That's why we're looking to hire a chief ambulatory officer to lead our outpatient team. Qualified candidates will have at least two years of clinical leadership and strategic growth experience in a similar institution.

As the newest member of our leadership team, you'll be expected to oversee clinical operations in our physician offices, same-day surgery centers, and specialty clinics. While the CAO will be expected to travel to our different ambulatory centers, their office will be housed in our executive suite located in our downtown Minneapolis hospital.

We've been recognized as the "Nation's Leading Provider of Primary and Specialty Care" for three years in a row and look to demonstrate our values of integrity, compassion, and innovation in all that we do. If this sounds like an exciting career move, continue reading as we outline the duties, responsibilities, and scheduling requirements for the position.

Benefits

- FSA/HSA options
- 401(k) matching and access to our company's pension program
- Healthcare, dental, and vision insurance
- Generous paid vacation/holiday/family leave
- Free continuing education (CE) courses
- Tuition reimbursement of up to \$8,000 per year
- Discounts for local restaurants, gyms, and amusement parks
- Free employee parking

Duties and Responsibilities

- Develop innovative ambulatory care initiatives that align with the organization's strategic goals
- Ensure ambulatory care policies align with evidence-based practice recommendations
- Represent the ambulatory care team at hospital-wide meetings
- Provide oversight on care practices to ensure ambulatory clinicians provide care in alignment with company standards
- Manage the departmental budget and allocate resources to areas of greatest need
- Coordinate the roll-out of growth initiatives to ensure consistency and continuity across all ambulatory care settings
- Maintain accountability for team compliance with federal, state, and local ambulatory care guidelines

Compensation and Shifts

- Starting salary of \$109,000, with adjustments subject to education level and relevant leadership experience
- Annual salary step increases are offered after strong employee performance reviews
- No weekend, night, on-call, or holiday requirements
- 5 scheduled 8-hour day shifts (8a-4p) per week
- Bi-weekly or weekly pay schedule

Qualifications and Skills

Required Qualifications:

- Master's degree in healthcare administration
- At least 5 years of healthcare leadership experience in a similar practice setting
- Active and valid driver's license

Preferred Qualifications:

- Previous clinical experience (MD, RN, NP, etc.) in the ambulatory care setting
- Familiarity with designing and executing quality improvement projects

Join Our Ambulatory Care Team Today

Ready to take the next step in your healthcare leadership career? Start today by clicking "Apply Now."
Thank you for your interest — we look forward to seeing your application.