Executive Director of the University Health Center
The University of Georgia (UGA) is pleased to announce the national search for the position of Executive Director of the University Health Center. UGA is seeking a visionary and accomplished leader with extensive healthcare experience and the professional stature to oversee a complex and integrated healthcare operation providing medical, mental health, and counseling services; health promotion and educational outreach programs; and clinical specialties and support services to a diverse student population of approximately 40,000 students. This is an outstanding opportunity to shape the future of a comprehensive, accredited, student health center located in a beautiful campus environment in Athens, Georgia. The incoming Executive Director is expected to inspire staff and students with a strong vision for student-centered healthcare and to raise the profile of UGA's health and wellness programs and services as a national model of excellence.

The programs and services of the University Health Center (UHC) require a strong focus on enhancing the student experience and supporting student success. Following the retirement of the current Executive Director, notable opportunities for the incoming Executive Director include: providing visible campus and public health leadership for the institution; effectively addressing the health and well-being needs of UGA’s increasingly diverse student population, including leading efforts to further diversify the UHC staff; partnering with colleagues throughout campus to proactively enhance the well-being and success of UGA students; supporting the professional growth and success of a talented UHC staff; shepherding the ongoing expansion of the Fontaine Center for alcohol awareness and education; assuring the continued fiscal health of the Health Center in a primarily fee-supported, public institutional environment; cultivating and engaging donors; and continuing to enhance the national visibility of the Health Center.

The successful candidate will have a demonstrated commitment to high-quality patient-centered healthcare in higher education, direct experience in a multidisciplinary practice model, and a significant and visible record of being an innovative leader and effective manager in healthcare delivery. Candidates must have a collaborative and strategic spirit, with the disposition to engage effectively with colleagues across all areas in the Division of Student Affairs and external partnering units. The Executive Director must demonstrate excellent cultural competence and sensitivity, and the ability to work well with and support diverse groups to ensure that the services are inclusive and meet the needs of all community members.
The University of Georgia, a land-grant and sea-
grant university with state-wide commitments and
responsibilities, is the state’s oldest, most
comprehensive, and most diversified flagship
institution of higher education. UGA was founded
in 1785 by the Georgia General Assembly as the
first state-chartered university in the country. The
University of Georgia is currently ranked among
the top 20 public universities in U.S. News &
World Report and is recognized as a very high
research activity and community engaged institution by the Carnegie Foundation.

UGA’s main campus is located in Athens, Georgia, 70 miles northeast of Atlanta. It has campuses in
Griffin and Tifton, and programs in Gwinnett and Atlanta. UGA employs approximately 2,000 full-
time instructional faculty and more than 7,000 full-time staff. The University’s enrollment exceeds
39,000 students, including over 29,500 undergraduates and over 9,000 graduate and professional
students. Academic programs reside in 17 schools and colleges, as well as a medical partnership
with Augusta University housed on the UGA Health Sciences Campus in Athens. For more
information about the University of Georgia, please refer to https://www.uga.edu

UGA Student Affairs comprises 16 campus departments that inspire students to engage
meaningfully, grow intellectually, and build character so they will create thriving communities. For
more information, see studentaffairs.uga.edu.
Department Overview

One of only 17 Joint Commission accredited college health centers, the University Health Center is the on-campus medical hub of the University of Georgia, providing care for UGA’s more than 39,000 students, along with UGA faculty and staff in selected service areas.

The Health Center currently employs a staff of nearly 300, operates with an annual budget of approximately $25 million, and occupies a state-of-the-art medical facility of more than 110,000 square feet on East Campus in Athens. In FY2019, the Health Center hosted 172,116 clinic and department encounters, involving 23,367 unique patients and clients. From visit satisfaction data, 97% of Health Center patients would recommend the Health Center to a friend. Please see: www.uhs.uga.edu

Position Summary

The Executive Director is responsible for the strategic leadership, vision, and direction of all aspects of the operation of the University Health Center. Included is the provision of integrated medical, mental health and counseling services, health promotion and educational outreach programs, and clinical specialties and support services. Other responsibilities include the direction of administrative support services, fiscal and facility management, and collaboration with campus and community stakeholders on health and well-being matters, including public health and emergency management/planning.

The Executive Director reports directly to the Vice President for Student Affairs and serves as a member of the Student Affairs Leadership Team.
Duties/Responsibilities

- Direct the development and implementation of short and long-range strategic plans for the Health Center, which are consistent with its mission and vision, and the mission and strategic priorities of the Division of Student Affairs and the University of Georgia. Provide an organizational framework that supports a multi-disciplinary, integrated, and holistic approach to the provision of medical, mental health, and health promotion services, education, and programs. (35%)

- Direct the fiscal operation of the Health Center to include the development of a long-range financial plan, an annual revenue and expense budget, and the ongoing monitoring of its implementation. Develop proposals for increases in the health fee as needed to support revenue requirements. Direct the evaluation and planning processes required to ensure that facilities, as well as medical and other equipment, are appropriately budgeted and maintained to support the scope of services provided and the volume of students served. Develop operational objectives and metrics to measure them and ensure that they are met. (20%)

- Ensure compliance with Board of Regents and University policies as well as applicable state laws and regulations. Ensure that national accreditation standards for ambulatory care facilities which apply to the Health Center are met. Ensure that policies, procedures, and clinical guidelines that guide the delivery of all clinical services are adequate in scope, represent state of the art knowledge in the field, and are easily accessed by clinical staff. (15%)

- Maintain up-to-date knowledge of the medical and counseling referral resources available to serve students in the Athens and surrounding communities and an effective working relationship with key administrators and/or providers in these facilities. Provide a learning environment that fosters the personal and professional development of both staff and students. Develop learning objectives and monitor progress and efficacy of efforts toward achieving them (10%)

- Direct the human resource function in a manner that ensures that the appropriate mix of qualified personnel are employed in sufficient numbers to support the Health Center mission, scope of services provided, and volume of students served. (10%)

- Consistently demonstrate an understanding of the importance of service excellence in the work of the Health Center, with both internal and external customers. Collaborate with key administrative and other colleagues across campus as necessary in the provision of health-related consultation services and public health functions. Maintain contacts with students on a regular basis through such opportunities as the meetings of the Student Health Advisory Committee and on-campus student events. Serve on University and Division of Student Affairs committees and other groups as appropriate. Perform other duties as assigned. (10%)
Minimum Qualifications:

- Completion of a master’s degree from an accredited college or university in a related field.
- At least ten years of experience in professionally more responsible positions in health care administration, including ambulatory care positions.
- At least five years of supervisory/managerial experience in a comparable healthcare setting.

Relevant/Preferred Education, Experience, Licensure, and/or Certification:

- Completion of a doctorate in medicine, health care administration, or related field.

Preferred Knowledge, Skills Abilities and/or Competencies:

- Demonstrated ability to work successfully in a large, comprehensive college health setting.
- Working knowledge of the ambulatory care accreditation standards of either Joint Commission or Accreditation Association of Ambulatory Health Care.
- Knowledge and understanding of budgeting and financial management principles and practices related to health care in a public institution setting.
- Demonstrated ability in dealing with public health issues and infectious disease outbreaks.
- Effective verbal and written communication skills, interpersonal skills, and the ability to work well with multi-disciplinary and multi-cultural groups.
- Skill in planning for and managing change.
- Working knowledge of performance improvement processes and principles.
- Proficiency in the use of the computer, including e-mail.
The University of Georgia has partnered with Keeling & Associates in this search process. Applications should include a cover letter and resume and must be sent, preferably in PDF format, to recruiting@KeelingAssociates.com. The subject line of the email should read “UGA – Executive Director.” Confidential inquiries and nominations should be addressed to Dr. Jan Walbert, Vice President and Senior Consultant for Executive Search, Keeling & Associates, at jwalbert@KeelingAssociates.com. Applications received by February 26, 2021, will receive full consideration. The process will continue until the position is filled.

The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, ethnicity, age, genetic information, disability, gender identity, sexual orientation or protected veteran status.