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| Job Title | Director, Community Commitment and Social Investments |
| Reports To | Senior Vice President, Mission and Ethics |
| Collaborates/ Coordinates | organizational ministries, co-sponsors where applicable, founding communities, SVPS of sponsorship, EMT and health system office leaders,  local system EMT leaders and staff, mission leaders, community leaders |
| Department | Mission and Ethics |

**Position Summary**

The Director, Community Commitment and Social Investments is responsible for system-wide leadership and oversight of the following key areas: (1) community commitment services (2) local system healthy community initiatives, (3) investments to improve the health of local system communities through the Mission Fund, (4) implementation of policies and practices for the Community Investment program, and (5) socially responsible investing, including collaboration in shareholder advocacy and application of appropriate guidelines.

The incumbent will collaboratively contribute to the Mission Department programs and initiatives, and assist department colleagues as needed in their responsibilities.

**Essential Functions**

1. Oversees the implementation of and adherence to the
2. Community Benefit Services Policy, and all aspects of recording and reporting, including the Board Dashboard and IRS 990.
3. Supports local system senior leaders in the implementation of Healthy Community Initiative Strategic Framework.
4. Analyzes initiatives, evaluates outcomes, and recommends resource allocation for Community Benefit Services and Healthy Community Initiatives.
5. Serves as the system-wide coordinator of local system networks for Community Commitment, Faith Community Health Ministry and Healthy Community Initiative.
6. Oversees administration of the Mission Fund, oversees its strategic purpose, and serves as resource to the Executive Management Team, fund review team, community health partnership leaders, potential development partners and applicants.
7. Oversees Community and Socially Responsible Investment reporting.
8. Oversees collaboratively, with Treasury Services, implementation of the Community Investment Fund, including establishment of policies and procedures of the Fund as well as identification of investment opportunities within local communities, as well as domestic and international opportunities.
9. Serves as reviewer and consultant for Patient Financial Services Policy.
10. Coordinates participation and activities with Mercy Housing.
11. Collaboratively assists in ongoing review and application of Guidelines for Socially Responsible Investing, and related evaluation of new and emerging investment strategies.
12. Provides education, consultation and ongoing communication to Health System and Local System senior leaders.
13. Serves on system-wide and health system office workgroups.
14. Serves on Catholic Health Association committees and other national committees as assigned.
15. Performs other duties as assigned.

**Qualifications**

* Master’s degree from an accredited institution of higher learning in business administration, health administration, public health, social services or related field
* Three (3) to five (5) years of demonstrated experience in health care planning, community development, community benefit reporting, and financial management
* Leadership experience, particularly in community health assessment and planning, grant management and administration, and advocacy
* Leadership experience with not-for-profit and faith-based organizations
* Knowledge of the Catholic health ministry and traditions, with a special emphasis on Catholic social teaching
* Committed to embracing and sharing the values of Health System
* Experience in planning, financial analysis, and outcome measurement
* Effective communicator who has the ability to work collaboratively with diverse internal and external constituencies
* Effective negotiator who has the ability to advocate effectively and build consensus
* Outstanding public speaking and presentation skills
* Strong sense of service orientation and skilled at relationship building
* Effective research, analytical, judgment, and problem solving skills
* Computer skills: Microsoft Office suite (Word, PowerPoint, Excel)

*Preferred*

* Working knowledge of the Ethical and Religious Directives for Catholic Health Care Services
* Proficient in CBISA, a software product for recording and reporting community benefit services