



DEVELOPING THRIVING COMMUNITIES

JOIN THE DevNW TEAM AS OUR NEW Program Manager (Medicaid 1115 HRSN Implementation)
(Salary Range \$73,000 - \$83,000 with benefits + flexible schedule)
12-month Limited Duration, with option to extend 3-6 months

DevNW and our CDFI partner, Community Lending Works (CLW) are fostering vibrant, inclusive communities by prioritizing housing, asset development, wealth building, and small business development. To do this work we are deconstructing pervasive systems of oppression such as racism, classism, or sexism that maintain persistent disparities and perpetuate deep imbalances in power, opportunity, and wealth.

The Program Manager's critical contributions to this work are the following:

- **Evaluate the feasibility of – and build the capacity for - DevNW's participation in the Medicaid 1115 Waiver system by analyzing Health-Related Social Needs (HRSN) activities across multiple CCOs within DevNW's service territory, and evaluating how they match (or could match) with current DevNW programs and services**
- **Analyze programmatic requirements and design in conjunction with the DevNW leadership team and then work across internal teams to develop and implement programmatic and policy changes to current services in order to align with Waiver 1115 requirements (including service delivery design, staff training and support, compliance review, and systems outcome tracking)**
- **Analyze programmatic and financial sustainability of HRSN activities in conjunction with leadership team**
- **Establish and expand partnerships with stakeholders in the Medicaid space, including OHA, Coordinated Care Organizations, HRSN providers, etc.**
- **Represent DevNW at local and state tables to communicate needs and advocate for successful implementation of HRSN activities**
- **Support DevNW's Diversity, Equity, Inclusion and Justice work to ensure equity and human-centered lenses within HRSN activities**

It is CRITICAL that you have...

- Minimum of 5 years of experience* within complex program development, implementation, and management, preferably including new program development and evaluation
- Ability to work across internal teams – including programs/services, finance, contracts, and compliance – to design and implement programmatic policies and procedures that work for all departments
- Experience working with complicated state and federal funding sources and compliance requirements
- Proven ability to analyze the financial feasibility of new and/or evolving programs, with a preference for experience with managing fee-for-service budgets
- Experience working within coalitions and developing and maintaining trusted partner relationships, including funders and other stakeholders
- Proven ability to collaborate with a wide variety of stakeholders to co-create systems/processes and/or strategies that advance a collective mission

*can be a combination of education/field experience that demonstrates required knowledge, skills, and abilities

Example tasks/responsibilities for the Program Manager:

- Lead DevNW's new work within the Medicaid 1115 Waiver HRSN activities, specifically:



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- Be the internal expert for the Medicaid 1115 Waiver implementation across three CCOs within the DevNW service area, staying up to date on the ongoing rollout of their programs, policies, and procedures – and translate how their decisions with impact implementation at DevNW
- Evaluate programmatic and funder requirements for alignment with DevNW’s services, including eligibility screening, allowable activities, funding, reporting and compliance
 - Work closely with department leadership to determine sustainability, both programmatic and financial
- Evaluate current program processes and work with department leadership to redesign, improve, and/or iterate processes that drive program results
- Support integration of HRSN activities and billing across youth services and Community Health Worker departments
- Model various budget scenarios showing the financial sustainability of providing different HRSN services, and make recommendations to the DevNW leadership team about the long term viability of this funding source
- Work with the finance and program teams to design efficient billing processes and procedures
- Contribute to grant reporting for the capacity-building grants that are funding this evaluation, design, and development work
- Foster ongoing relationships related to the Medicaid 1115 Waiver HRSN activities, including funders, partner agencies, state agencies
- Work closely with departmental leadership and data team to ensure robust impact and reporting to funders and stakeholders
- Navigate complex systems (within and outside of DevNW) to achieve client and programmatic success
- Guide internal team members to build skills and responsive programming via staff trainings and one-on-one meetings to implement HRSN activities

It is GREAT if you have...

- Experience advocating within complex systems for more effective implementation of funding models, system design, etc.
- Ability to read, write, and speak Spanish
- Prior experience working within the health care field, especially with Medicaid

It is a BONUS if you also have...

- Direct experience working with individuals and families to support them in achieving and maintaining housing stability
- Experience working within systems centered around the social determinants of health



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Apply for this opportunity to support DevNW's new line of service by providing an introduction letter detailing your interest that includes the following by priority date October 21, 2024 to karen.saxe@devnw.org:

1. Describe how your journey thus far has prepared you for the Critical Contributions of this position?
2. Detail your experience developing, launching and evaluating a new or expanding program and service
3. Current resume

DevNW is an Equal Employment Opportunity Employer. All qualified persons are encouraged to apply. Applications for employment will be considered without regard to race, color, national or ethnic origin, religion, gender, gender identity, sexual orientation, marital status, age, disability, and any other characteristic protected by applicable law.

Studies have shown that women and people of color are less likely to apply for jobs unless they meet every one of the qualifications listed. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. If you meet key qualifications for the job, and believe you would be the best fit, we would encourage you to apply; please use your cover letter or introductory email to explain how you will accomplish parts of the job for which you have less experience. If you are unsure whether you meet the qualifications of this position, please feel free to contact us.

DevNW values diversity and supports a welcoming, inclusive environment where all of our employees can thrive. We value a workforce that is representative of the communities we serve.