

## Boston Health Care for the Homeless Program

### **JOB POSTING NOTICE**

**DATE POSTED:** 4/18/2008  
**JOB TITLE:** CHIEF INFORMATION OFFICER  
**REPORTS TO:** EXECUTIVE DIRECTOR

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Boston Health Care for the Homeless Program (BHCHP) is seeking a Chief Information Officer (CIO) to provide strategic leadership in applying technology to unique challenges. BHCHP has been delivering health care services to the homeless for over 20 years; in mid-2008, we are moving into a new, state-of-the-art facility that ensures continued commitment to innovative uses of technology in support of our mission.

The Chief Information Officer (CIO) has overall responsibility for the leadership, strategic planning, and delivery of information services for the Boston Health Care for the Homeless Program (BHCHP). In collaboration with members of the Management Team, has principal responsibility for defining information system needs (both hardware and software) throughout the Program and establishing annual budget. Responsible for managing a department of seven involved in the support of the Program's technology infrastructure, clinical systems development, data analysis and reporting, end-user training, and customer support. The CIO also oversees the operation of the Medical Records Department and serves as the Program's HIPAA Security Officer. Position reports to the Executive Director.

Position requires management experience, either of teams or direct reports, and demonstrated experience with an electronic medical records system and its core functionality. Background and familiarity with clinical systems and health care informatics. Knowledge of health care business needs, medicine, and health care IT. Proficiency in project management, stakeholder consultation and requirements analysis. Knowledge of and familiarity with enterprise technical and systems architecture in health care. Knowledge of database architecture, integration concepts and data mining tools and techniques.

5-7 years of information systems management experience in a health care setting required; clinical systems/informatics background preferred. BA/BS or equivalent degree required. Masters degree with informatics or management information systems focus preferred. Significant experience with project design and implementation, including roll-out of new software for multi-site and multi-level user base. Flexibility and adaptability needed in dealing with different levels of users and abilities. Excellent interpersonal, communication and problem solving skills are required. Positive customer service orientation is essential. Ability to work independently in a fast paced environment and to prioritize competing demands under pressure.

***If you are interested in this position please forward your resume to Human Resources, BHCHP, 729 Massachusetts Ave., Boston, MA 02118***

***E-mail: [jsaacke@bhchp.org](mailto:jsaacke@bhchp.org)***

***A complete Job Description is available from Human Resources.***