

# UW HEALTH POSITION DESCRIPTION

POSITION SPECIFICS			
<b>Title: Vice President / President, UW Hospitals, Madison Region</b>		<b>Department/Number: Executive</b>	
<b>Reports to: Chief Operating Officer</b>		<b>PD Status: Approved</b>	
<b>Job Code: 103019</b>	<b>FLSA Status: Approved</b>	<b>FTE: 1.0</b>	<b>Pay Grade: EXEC</b>
<b>Manager Approval: E. Bolt</b>		<b>HR Approval:</b>	
POSITION SUMMARY			
<p>The Vice President / President, UW Hospitals, Madison Region will report to the COO of UW Health and will provide overall administration, direction, coordination, and evaluation of the operational, financial, space and human resource functions and activities for the hospital operations throughout the Madison region including certain designated joint ventures. This position is a Vice President for the UW Health system and President of the UW Hospitals in the Madison region. The Vice President / President, UW Hospitals, Madison Region is responsible for leading, directing and administering these areas in accordance with the mission, vision and values of UW Health and its constituent organizations. This role also serves as the Chief Administrative Officer for University Hospital.</p> <p>Principal activities for the Vice President / President, UW Hospitals, Madison Region include:</p> <ul style="list-style-type: none"> <li>• Establishing vision, direction, strategy, and culture for the areas listed above, which optimally supports attainment of the institution's mission.</li> <li>• Directing operations to effectively achieve the vision and strategic, financial, and operational plans that have been developed for the areas listed above.</li> <li>• Leading the development of systems and processes that create a culture that delivers optimal service quality and patient- and family-centered health and wellness care resulting in a world class patient experience.</li> <li>• Advancing efficiency while promoting quality and safety.</li> <li>• Serving as strategic advisor and consultant to the COO in the areas listed above.</li> <li>• Identifying and developing an infrastructure and allocating resources to support operations as appropriate while ensuring long-term institutional viability.</li> </ul> <p>As a member of the executive leadership team, the Vice President / President, UW Hospitals, Madison Region is expected to demonstrate transparency, integrity, and consistency in all interactions and work collaboratively with peers, supporting them as well as holding them accountable as members of the team.</p> <p>UW Health is committed to the highest standard of customer service principles for its patients and family members, visitors and staff members. Staff will serve as role models by practicing exemplary behaviors when working with patients and family members, visitors and fellow staff members.</p>			
MAJOR RESPONSIBILITIES			
<ol style="list-style-type: none"> <li>1. Help shape the vision for the organization.</li> <li>2. Coordinate with direct reports the development of strategies that support the overall mission and strategies of UW Health.</li> <li>3. Develop a more integrated and strategic approach to systems, processes and tools to enhance staff efficiency, foster further collaboration, increase reliability and confidence, and improve performance.</li> <li>4. As a member of the executive leadership team, drive the organization's efforts to promote a culture focused on delivering world-class patient and family focused care achieved through an exceptional and highly engaged workforce.</li> <li>5. Attract, recruit, develop and retain high performing employees, especially leaders.</li> <li>6. Serve as a principal leader in helping define the change agenda and key initiatives for the UW Health system.</li> <li>7. Serve as a senior advisor to the COO regarding a wide range of topics with a focus on hospital strategy development and operations.</li> <li>8. Responsible for collaborating with other UW Health hospitals outside the Madison region for efforts supporting overall UW System strategy.</li> <li>9. Serve as the point of contact with UPH-Meriter regarding clinical operations and facilities planning and overall management and direction of the Joint Operating Agreement.</li> <li>10. Manage the appropriate integration of hospital services into clinical care throughout the health system.</li> <li>11. Act as the primary responsible party for the quality of care and service delivery within the hospital setting.</li> <li>12. Interact with Board and Board Committee members in an effective, consistent manner, especially those Board Committee members where this position or direct reports to this position serve as primary contacts.</li> </ol>			

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13. Promote a positive work culture that is responsive to changes impacting the healthcare industry and the needs of the marketplace, and is committed to continuous improvement.
14. Communicate a compelling vision of UW Health's future to inspire others and provide a basis for strong functional strategies.
15. Be accountable for decisions that have a significant and long-term impact on the success of UW Health.
16. Represents UW Health to external constituents, and instills trust and confidence in UW Health.
17. Fosters professional relationships in the community, and is highly visible in the community.

**All duties and requirements must be performed consistent with the UW Health Organizational Performance Standards.**

### POSITION REQUIREMENTS

Education	Minimum	Masters Degree in Business, Health Administration or related field.
	Preferred	
Work Experience	Minimum	<ul style="list-style-type: none"> <li>• Specific senior operations leadership experience in an academic medical center/system.</li> <li>• Eight plus years in a senior leadership role in one or more of the areas that are under the direction of this position.</li> <li>• Career of progressively higher level leadership roles in multiple types of hospitals and health care organizations</li> </ul>
	Preferred	<ul style="list-style-type: none"> <li>• Ten plus years experience in complex health systems.</li> <li>• Work experience in a multi-hospital system or integrated delivery system</li> <li>• Broad based knowledge of the full scope of operations in an accredited academic medical center or primary teaching hospital of comparable size and scope to UW Health</li> <li>• Additional experience in a leadership role in ambulatory care and a physician practice</li> </ul>
Licenses & Certifications	Minimum	
	Preferred	
Required Knowledge, Skills, and Abilities		<ul style="list-style-type: none"> <li>• Adept at understanding and leading strategic planning processes.</li> <li>• Well versed in process improvement techniques and philosophy.</li> <li>• Be immediately recognizable as a leader, possessing outstanding communication, listening and interpersonal skills and the ability to quickly establish credibility and rapport with a broad set of senior executives and staff; demonstrate a strong understating of industry and technology trends.</li> <li>• Experience in organizations where continuous improvement has been part of the company's fabric.</li> <li>• Extensive experience leading seasoned executives in diverse disciplines.</li> <li>• Superior communication and people skills; unquestionable ethics, honesty and integrity in professional, business, and personal dealings.</li> <li>• A proven track record of success in leading an organization to consistent financial and operations success.</li> <li>• Leverage systems thinking and best practice orientation to identify innovative opportunities to work smarter; build ownership for change.</li> <li>• A strategic business partner; proactive and visionary in his/her approach.</li> <li>• Strong relationship building skills, with senior leadership, physicians and staff</li> <li>• Open, honest and transparent leadership style</li> <li>• Intellectual curiosity, creativity and strategic thinking skills, coupled with strong management capabilities.</li> </ul>

### AGE – SPECIFIC COMPETENCY

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

**Instructions:** Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<input type="checkbox"/>	Infants (Birth – 11 months)	<input type="checkbox"/>	Adolescent (13 – 19 years)
<input type="checkbox"/>	Toddlers (1 – 3 years)	<input type="checkbox"/>	Young Adult (20 – 40 years)
<input type="checkbox"/>	Preschool (4 – 5 years)	<input type="checkbox"/>	Middle Adult (41 – 65 years)
<input type="checkbox"/>	School Age (6 – 12 years)	<input type="checkbox"/>	Older Adult (Over 65 years)

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PHYSICAL REQUIREMENTS			
<b>Indicate the appropriate physical requirements of this job in the course of a shift.</b> <i>Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.</i>			
Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
<b>X</b> <b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
List any other physical requirements or bona fide occupational qualifications:	•		