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**Director, Mission Integration - (16007076)**

St. Joseph Heritage Healthcare (SJHH) is one of California's most respected medical groups. With over 2,000 employees and 25 locations throughout California, including Northern California, Orange County, High Desert and Los Angeles County, SJHH has been continually recognized as a leader in quality, customer service and information technology. This kind of success is the result of team work, a commitment to excellence and a strong adherence to the organization's mission, vision and values. St. Joseph Heritage Healthcare (SJHH) provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, St. Joseph Heritage Healthcare (SJHH) complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

**Job Summary:** Under the general direction of the VPMI, the Director of Mission Integration assists the SJHH ministry in enabling the mission, which is to extend the healing ministry of Jesus in the tradition of the Sisters of St. Joseph of Orange by continually improving health and quality of life to be vital and operational in the local healthcare setting.

**Essential Functions:**
- Integrates the mission and values by participating in a wide variety of management and staff meetings to ensure Mission Integration representation throughout meetings in the organization.
- Ensures the integrity of the spirit and intent of the mission, philosophy, vision and values in partnership with the hospital Vice President of Mission Integration, SJHH, other Directors of Mission Services.
- Provides a linkage between St. Joseph Heritage Healthcare, hospital Healthy Communities and Community Benefit Programs and leads local ministry Heritage Community Benefit program while participating in SJHH Community Benefit Program.
- Organizes activities related to Healthy Communities/Community Benefit, (e.g., St. Joseph Food Basket, Food Distribution, Thanksgiving Drive, Christmas Outreach, Latino Healthcare Professionals Project participants.)
- Works in partnership with appropriate parties to enhance SJHH participation in advocacy efforts.
- Participates in the Diversity Committee, implementing SJH diversity initiatives within SJHH, (e.g., ongoing education, orientations, Sharing the Mission modules.)
- Provides leadership and accountability for mission and values celebrations and activities (including but not limited to the “Values in Action Awards” process, the Values Review Process and Implementation Plan and St. Joseph Day activities).
- Provides leadership for creating a culture in which others experience every encounter as a sacred encounter. Provides leadership and strategic development for sacred moments, sacred encounters, and patient satisfaction in collaboration with their operational and clinical colleagues.
- Leads cultural integration and interpreter services to provide awareness, education and in accordance with regulatory and accrediting agencies standards for diversity and respect for
all cultures and their language needs. Utilizes process improvement to ensure quality and patient safety standards for limited English speaking patients are upheld.
• Assists in planning and conducting orientation to the history, mission, vision, and values for new and experienced employees, new and experienced managers, new physicians, and new volunteers.
• Maintains physician relations through ad hoc meetings and informal discussions with physicians.
• Establishes and monitors Mission Integration budget.

Additional Responsibilities:
• Collaborates with local VPMI in the selection of participants for Mission Services programs (VIA selection teams, VRP teams, MMP, etc.)
• Collaborates in organizational development activities to enhance the work climate as it relates to mission, philosophy, vision and values.
• Ensures physician participation in Mission Services celebrations, activities and Healthy Communities / Community Benefit activities and provides administrative oversight for physician spirituality programs.
• Develops and offers spiritual growth opportunities for employees and physicians.
• Attends education workshops, events and conferences related to Sponsorship/Mission Services.
• Attends appropriate functions and represents the sponsoring congregation/system and the institution internally and externally as requested.
• Is a part of the selection team for the Healthy Communities Advisory Board.
• Is a part of the selection team for key management positions (director and supervisor levels).
• Participates in decision making relative to STAR program (Staffing & Selection; Orientation, Training and Continuous Learning; Performance Management; and Rewards & Recognition).
• Ensures Regional Advocacy efforts to include SJHH, Central Division employees and physicians.
• Performs all other duties as assigned.

Minimum Position Qualifications:
Education:
• Master’s degree or higher in Healthcare, Ministry, Business or related field required.

Experience:
• Requires two (2) years’ previous management experience.

Computer Skills: Proficiency in Microsoft Word, PowerPoint, Excel and an e-mail system.

Other:
• Valid California Driver’s License and automobile insurance for employee-owned vehicles.

Knowledge / Skills / Abilities:
• Strong verbal and written skills.
• Excellent interpersonal skills.
• Possess fundamental understanding of Catholic theology and Catholic social and moral
teachings.
• Knowledge of the Ethical & Religious Directives as established by the U.S. Conference of Catholic Bishops.
• Excellent organizational skills. Further able to work independently within established timelines and fiscal guidelines.
• Ability to prioritize and manage multiple projects simultaneously.
• Ability to adapt and assimilate into the health care community and develop relationships which promote the fundamental goals of the Mission Integration programs.
• Possess empathy, compassion, understanding, cultural awareness and sensitivity.
• Knowledge of adult learning theory and teaching principles.
• Ability to develop, implement and evaluate new practices/policies and programs.
• Ability to travel between St. Joseph Health locations.

Preferred Position Qualifications:
Experience:
• Three (3) plus years’ management experience in a healthcare environment highly desirable.
• Appropriate experience and knowledge of healthcare delivery in an ambulatory and/or acute care hospital setting preferred.
• Previous experience in Catholic Health Care preferred
• Mission and Mentoring and/or Facilitative Leadership experience highly desirable.
• Leadership and employee formation and development experience.
Other: Bilingual English/Spanish communication skills.

Organization
: HSS Mission Integration
Work Locations
: CA Anaheim West Center 200
200 W. Center Street Promenade
Anaheim CA 92805
Employee Status
: Regular
Schedule
: Full-time
Work Schedule: 8 Hour
Shift
: Day
Travel
: Yes, 25 % of the Time
Job
: Pastoral Care