Downloaded from <https://www.velvetjobs.com/job-descriptions/health-director>

# Example of Health Director Job Description

Our company is growing rapidly and is looking to fill the role of health director. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for health director

* New partner development
* Alignment with system strategic priorities
* Emergent strategy development
* Assesses the strategic position of Division
* Develop unit goals that align and support Health & Well-Being, other divisions and the Institute's strategic plan
* Lead and oversee evidence and population based health and well-being initiatives
* Collaboratively develop, implement and evaluate programs, initiatives and resources to support a broad platform of student and employee health, well-being and caring topics with a strong understanding of effective health promotion strategies
* Develop policies and procedures that ensure that the department is meeting and complying with the best practices of population health management
* Prepare and manage departmental budget and reports
* Collaborate with unit Communications staff on health & well-being behavior change strategies and social marketing

## Qualifications for health director

* Oversees preparation of narratives, graphs, flowcharts, to be used for committee presentations, audits and internal/external reports
* Maintains call tracking system and database of correspondence and outcomes for provider inquiries/disputes
* Experience reviewing all types of medical claims, HCFA 1500, Outpatient/Inpatient UB92, Universal Claims, Stop Loss, Surgery, and Anesthesia, high dollar complicated claims, COB and DRG/RCC pricing
* Bachelor’s degree in engineering, public health, safety or other related field
* Position requires approximately 50% travel to support around 50 operating locations globally
* 5 years’ experience working with community-level issues