



## **Memorial Healthcare System - Manager Community Relations, FT-Flex**

**Job Description:** Oversee the community engagement and brand exposure through health education and safety prevention for the Adult Service Line.

Responsible for internal special events. Work with Administrative Director to cultivate and build strategic, mission-driven alliances with key stakeholders or mission aligned agencies; represents the Healthcare System in the community and public forums. Cultivate and strengthen MHS's partnerships with Chambers of Commerce, Cities and execution of annual sponsorship/deliverables.

-Work with Administrative Director to develop service line sponsorships with businesses and organizations to achieve goals of organizations and elevating brand and community engagement for growth.

-Track sponsorship deliverables

-Work with Administrative Director to achieve strategic departmental goals.

### **Community Engagement**

-Oversight and responsibility for the Adult Service Line events and activities in the tri-county area including brand exposure, community engagement and expansion.

-Develop community events and other outreach programs that support system brand building and service line growth; connects consumers with specific health risks/needs to health system physicians, clinical programs and services.

-Coordinate collaboration with business development directors for assigned service lines and assigns tasks to liaisons based on goals of service line. -Employ integrated traditional, web, social media and mobile communications tactics to generate awareness and build traffic. Assist with Tour de Broward during peak period.

-Serves as Project Manager. Special Events -Responsible for planning and executing special events that meet the objective of MHS (i.e. Ribbon cuttings, open houses, executive events). -Responsible for operations aspects of live events, including registration, participant relations, staffing, time management, trouble-shooting, operations budget, etc.

-Manage event budget, forecasting for service line/event activity, and reporting processes to achieve goals; evaluate and report on events performance metrics and ROI to Administrative Director.

## **Key Performance Indicator's**

-Responsible for Key Performance Indicator; ensures clear objectives, resource planning, project work plans and timelines for events taking into consideration target audiences, participants, etc. Manage relationships with agencies and other third party vendors relevant to job.

-Coordinate call center/CRM support for events; establishes registration, payment and information gathering processes and tools assists with contract negotiations of partnership sponsorships.

-Cultivate and strengthen synergistic partnerships with businesses and organizations to support community goals. Oversight for overall Chamber activity for department ensuring significant partnerships are established (government, civic, business, non-profit, safety, etc.) and collaborations lead to promotion of service lines, brand awareness, community engagement or other community benefits.

## **Experience**

**Education:** Bachelor's degree.

**Licensure, Certification and Registration:** None required.

**Complexity of Work:** Requires strong communication skills (oral and written). Able to work with all levels in the organization (executives, physicians, managers, staff). Requires critical thinking skills, decisive judgment and ability to work with minimal supervision. Must be able to work in stressful environment and take appropriate action. Excellent computer skills. Must be able to work flexible schedule. Must be able to attend events at different locations (indoors and outdoors).

**Required Work Experience:** 5 years related experience.

**Organizational Profile:** Memorial Healthcare System, consisting of 6 acute care hospitals, a nursing home, outpatient facilities, home health services and physician practices, provides quality, comprehensive care to the residents of the surrounding communities. We invite you to join one of the nation's leading healthcare systems, recognized for use of advanced technology and clinical informatics. The system offers a diversity of opportunities and specialties matched only by our uniquely skilled team of over 10,000 employees. Memorial Healthcare System has developed a strong organizational culture that empowers its workforce and supports a vibrant patient care environment. In fact, MHS was recognized by the Studer Group with a "Fire Starter Award" for extraordinary outcomes in developing a culture of service and operational excellence.

Memorial Healthcare System is proud to be an equal opportunity employer committed to workplace diversity. Employment at Memorial Healthcare System is subject to post offer, pre-placement assessment, including drug testing.

For more information and/or to apply visit: <http://careers.mhs.net/job/8066599/manager-community-relations-ft-flex-mhs-hollywood-fl/>

### **About Strategic Philanthropy:**

Strategic Philanthropy, Inc. a south Florida based company, was founded on the belief that effective corporate giving can be so much more than simply writing a check to charities and nonprofits who ask for your help or involvement. It is our belief that when a company aligns its charitable giving with a strategic approach and measurable outcomes, the power of giving enhances a company's brand, image and strengthens the relationships and partnerships within the community.

In short, Strategic Philanthropy gets hired by companies to give away their money to nonprofits that meet a company's business goals and objectives. As you can imagine, we have many relationships with the nonprofits in our community. We value all of the programs and services they have to offer and work with them to help promote positions that are available within their organization so that they may find the best talent possible.

For future job postings, follow us on:

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