**Executive Director**

**Association of Health Care Journalists**

**and the Center for Excellence in Health Care Journalism**

The Association of Health Care Journalists is seeking a leader passionate about journalism to take the helm of a thriving membership and educational organization at a time when journalism, especially health coverage, has never been more essential. The Executive Director will lead an engaged and dedicated staff in supporting and educating our diverse worldwide membership, which includes people working in print, online and broadcast, students and professors, newcomers and old hands – all committed to improving public understanding of the most vital issues of our day.

Located in a vibrant college town with high quality of life and low cost of living, AHCJ is the world’s premier professional organization dedicated to improving the quality of health journalism and advocating for health journalists. The Executive Director will build on the organization’s strong foundation while continuing to grow its membership, programs and impact.

AHCJ boasts about 1,400 members, a staff of eight and an annual budget of close to $2 million. The association and its educational arm, the Center for Excellence in Health Care Journalism, are based at the world-renowned Missouri School of Journalism.

The Executive Director (ED) reports to an elected board of directors and develops the strategies required to implement policy for both the association and the center. The ED manages a team of staff, contributors and volunteers in developing and executing programs; building reporting resources and member benefits; monitoring First Amendment issues; and maintaining consistent streams of revenue, including grant funding.

The new ED will have significant management experience in a newsroom or nonprofit setting. The ideal candidate will have proven success in collaborating with diverse stakeholders, fundraising and strategic planning. The ED is expected to travel for conferences, funder meetings and some fellowship programs.

Although AHCJ is an independent nonprofit organization, it is hosted by and plays an active role in the life of the Missouri School of Journalism, including employing undergraduates and graduate research assistants, offering training events and providing student fellowships to conferences. Opportunities for teaching, research and service will be available to the new ED.

**Salary**

Commensurate with experience, starting at $110,000 and the university’s robust benefits package. There may be additional incentives available.

**Minimum Qualifications**

At least 10 years experience in a position involving relevant knowledge and skills, including:

* Experience directing staff, including setting priorities for others and coaching them toward goals.
* Professional journalism experience and commitment to journalism’s core values and ethics.

**Preferred qualifications:**

* Strong financial acumen, fundraising and grant development skills.
* Experience in collaborative roles involving negotiation and relationship-building with diverse stakeholders.
* Outstanding written and oral communication, as well as effective interpersonal and technical skills.
* Track record of successfully overseeing budget, revenue and expense management.
* Track record of promoting diversity and inclusion
* Experience conducting, moderating or speaking at professional training events.
* Past involvement or membership in professional association or similar nonprofit.
* Experience teaching or mentoring college students.

[The Association of Health Care Journalists](https://healthjournalism.org/) is an independent, nonprofit organization dedicated to advancing public understanding of health care issues. With about 1,400 members across the United States and around the globe, its mission is to improve the quality, accuracy and visibility of health care reporting, writing and editing. The association and its Center for Excellence in Health Care Journalism provide training, resources and numerous benefits, as well as a professional home for journalists. Its offices are based at the Missouri School of Journalism.

Founded in 1908, the [Missouri School of Journalism](https://journalism.missouri.edu/) is the world’s oldest and leading journalism program and has been widely recognized for excellence and innovation in undergraduate and graduate education and scholarship. The school offers academic education and practical training to more than 2,000 undergraduates and 300 graduate students. The School has a close and productive relationship with other academic units on campus, the media industry and the local community. It operates award-winning, community-based, multiplatform news outlets and produces comprehensive research-based advertising and public relations campaigns for real clients.The School also houses headquarters of prominent professional organizations, including the News Leaders Association (formerly ASNE), Investigative Reporters and Editors, Pictures of the Year International, and the Association of Health Care Journalists, among others.

**About Columbia**

Columbia, Mo., is known as an ideal college town combining small-town comforts, community spirit and low cost of living with big-city culture, activities and resources. It consistently ranks among the top small cities to live in the nation. Located midway between St. Louis and Kansas City, MU is the flagship campus of the University of Missouri System. Home to nationally acclaimed public schools and other colleges and educational centers, Columbia is packed with restaurants and entertainment venues and hosts more than a dozen annual cultural festivals.

**Benefit Eligibility**

This position is eligible for benefits through the university. The university offers a comprehensive benefits package, including medical, dental and vision plans, retirement, paid time off, and educational fee discounts. For additional information on university benefits, please visit the Faculty & Staff Benefits website at <http://www.umsystem.edu/totalrewards/benefits>

**Diversity Commitment**

AHCJ is committed to having our membership, board, and staff reflect the diversity of U.S. society and creating an organization where everyone feels they are heard and belong and are valued as their authentic selves.

The University of Missouri is fully committed to achieving  the goal of a diverse and inclusive academic community of faculty, staff and students. We seek individuals who are committed to this goal and our core campus values of respect, responsibility, discovery and excellence.

**Equal Employment Opportunity**

Equal Opportunity is and shall be provided for all employees and applicants for employment on the basis of their demonstrated ability and competence without unlawful discrimination on the basis of their race, color, national origin, ancestry, religion, sex, pregnancy, sexual orientation, gender identity, gender expression, age, disability, protected veteran status, or any other status protected by applicable state or federal law. This policy shall not be interpreted in such a manner as to violate the legal rights of religious organizations or the recruiting rights of military organizations associated with the Armed Forces or the Department of Homeland Security of the United States of America. For more information, call the Vice Chancellor of Human Resource Services/Affirmative Action officer at 573-882-4256.

To request ADA accommodations, please call the Disability Inclusion and ADA Compliance Manager at 573-884-7278.

**To apply:**

Go to [https://hrs.missouri.edu/find-a-job/staff](https://urldefense.com/v3/__https%3A/nam02.safelinks.protection.outlook.com/?url=https*3A*2F*2Furldefense.com*2Fv3*2F__https*3A*2F*2Fhrs.missouri.edu*2Ffind-a-job*2Fstaff__*3B!!BspMT6SJLSDJ!ZGDdQ6DTPkzn4s0d6a3CJsfhcXjN-JeVzWTpp39NOmqm06li_xg8x0A6LdOfMmhbkI4*24&data=04*7C01*7Creedkath*40missouri.edu*7Cac2907db2f804d144f7c08d9d52fb403*7Ce3fefdbef7e9401ba51a355e01b05a89*7C0*7C0*7C637775223128948647*7CUnknown*7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0*3D*7C3000&sdata=lGyw8GqCQ8Zdg9ZhnDSAILD6VBSxzo2vqcPwRcG3DCQ*3D&reserved=0__;JSUlJSUlJSUlJSUlJSUlJSUlJSUlJSUlJQ!!BspMT6SJLSDJ!ZzTia8r0PLL4f6otyabh9GVnZ7qqrmdb5_i35O_Wd46nNxuTCFakOpTTjgVchDNPghU$), click on “prospective employees” and search for job no. 39998.