

EXECUTIVE DIRECTOR  
ARKANSAS HEALTH INSURANCE MARKETPLACE  
SALARY \$ \_\_\_\_\_

The Arkansas Health Insurance Marketplace (AHIM) was established to manage and implement a state-based health insurance marketplace in Arkansas in accordance with state and federal law. Arkansas currently has a state partnership health insurance marketplace. Beginning October 1, 2015, a state-based health insurance marketplace will begin open enrollment and coverage will be available on January 1, 2016. The Executive Director of the AHIM will be responsible for designing, implementing, and operating the state-based health insurance marketplace.

Arkansas is the first state in the country with federal approval to serve its medicaid expansion population through the marketplace via a premium assistance model. The Executive Director of the AHIM will guide the integration of this population into the broader private health insurance market.

The Board of Directors of the Arkansas Health Insurance Marketplace is seeking qualified candidates for the position of Executive Director. The Executive Director oversees all activities of the AHIM and works closely with the Board of Directors to define and execute its mission in light of its statutory responsibilities and the health insurance needs of the state. The Executive Director must be attuned to the rapidly evolving health insurance market, health care delivery system trends, and state and national legislative and political dynamics. The Executive Director's duties include the following:

- Draft policies, procedures, and rules to implement the AHIM;
- Apply for state, federal, or private grant funds to plan, implement, and operate the AHIM;
- Assemble and retain high-performing staff and establish the staff's scope of responsibilities;
- Facilitate cooperation on cross-agency policy and operational initiatives;
- Set strategic priorities for the AHIM in consultation with the Board of Directors;
- Manage the AHIM to ensure achievement of short and long-term strategic priorities;

- Work with staff to oversee agency finances;
- Build and manage external relationships essential to the success of the AHIM to include high-level state and federal government officials, health insurance industry leaders, and key vendors;
- Highlight the AHIM's accomplishments and participate in discussion and debate of health insurance policy;
- Seek opportunities to educate policymakers and the public about the AHIM and promote health insurance reform;
- Create fundamental systems and procedures to execute AHIM's obligations under applicable law; and
- Conduct other activities required under applicable law.

A candidate for the Executive Director of the AHIM should possess:

- An understanding of the importance of creating an organized, transparent marketplace for Arkansans to purchase affordable, quality health insurance coverage, to claim available federal tax credits and cost-sharing subsidies, and to meet the personal responsibility requirements imposed under applicable law;
- Experience in the design, implementation, negotiation, or operations of benefit programs including those serving low income and special needs individuals;
- Experience with establishment or operational management of large-scale programs;

- An understanding of the need for the availability and renewability of health insurance coverage through the private health insurance market to qualified individuals and qualified small employers;
- Experience with health insurance service plans and health insurers, and an understanding of how coverage in the individual and small employer markets should compete on the basis of price, quality, and service, and not on risk selection;
- Experience with the state legislative and budget processes and fiduciary responsibility for public funds; and
- Knowledge of the federal health insurance program and Arkansas's health insurance system, claims processing, and health insurance business.

Please submit inquiries and resumes to: Bureau of Legislative Research, Attn: Lisa Willits, State Capitol Building, Room 315, Little Rock, Arkansas 72201, 501-683-1649, [willitsl@blr.arkansas.gov](mailto:willitsl@blr.arkansas.gov).