

Date Posted: 01/09/13

**University of Houston  
Graduate College of Social Work  
JOB OPPORTUNITY POSTING**

**Job Title:** Executive Director

**Employer/Agency:** Christ Clinic

**Job Description:** Christ Clinic is a non-profit, 501(c)3 organization in Katy, Texas, providing primary care medical services to uninsured low-income residents of western Harris, Ft. Bend and Waller Counties. The clinic current operates 4 days per week, but is planning to expand operations in the future. The clinic accepts no government or third-party payments, relying on community and patient contributions, grants and dozens of volunteers to meet its mission. In addition to the Executive Director, there is a small paid staff. The Executive Director is responsible for the overall management and operation of Christ Clinic under the direction of the Board of Directors. The position provides executive leadership to the company while maintaining continuous quality improvement initiatives, which produce the utmost quality of care to the Katy community. The Executive Director is responsible for fund-raising activities, human resources, strategic planning, operational oversight of clinic operations and new program development. The Executive Director protects the organization's financial assets and ensures compliance with board directives and applicable grantor, federal, state, and local requirements.

**Qualifications:** An undergraduate degree in a health care related field is required and the attainment of an advanced degree is preferred. Five years of administrative and managerial experience in a health care facility is required. Must be able to think strategically about Christ Clinic's priorities and help to translate these priorities into program and staff recruitment and related fundraising activities. Salary is competitive and commensurate with experience.

**Salary/Hours:** DOE

**Employer/Agency:** Christ Clinic  
**Address:** 5504 1<sup>st</sup> St  
**City, State, Zip:** Katy, TX 77493

**Application Method:** Email of fax resume to:  
Rachel Pershall  
[Rachel.Pershall@chchealth.org](mailto:Rachel.Pershall@chchealth.org)  
Fax: 713.295.2285

**Opening Date:** Immediate

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