AHIP
Position Description

Position: Senior Director, Quantitative Research

Department: Center for Policy and Research

Reports To: Senior Vice President, Private Market Innovations and Director Center for Health Policy and Research

Scope: F/T, Exempt, Permanent

Date: May 2015

☐ Yes  ☑ No This position is subject to a pre-employment criminal background and/or financial history background check

Position Summary:

The Senior Director of Research coordinates multiple projects related to improving the quality and value of health care in the United States. Working under the general direction of Senior Vice President, Private Market Innovations and Director Center for Health Policy and Research, this individual will be responsible for conducting quantitative research on assigned projects. This position requires training and experience in quantitative health discipline such as biostatistics/epidemiology, health services research, health economics including strong quantitative methods and data analysis skills.

The position analyzes health care data sets (primary and secondary data), independently develops study design, identifies and applies appropriate quantitative analytic methods, conducts and validates analyses, writes reports and issue briefs and contributes to manuscripts. This position collaborates with and works closely with Research Directors, Research Associates, staff, and interns. Interacts with external project sponsors and collaborators, including government agencies, academic centers, advocacy organizations, and health care organizations.

Specific Responsibilities:

- Develop and implement research design, inclusive of methodology for analyzing healthcare data on assigned projects. Methods will include statistical analyses such as regression and other types of modeling
- Writes and executes SAS programs to implement agreed upon research design and methodology
- Manages and resolves methodological, coding, and data issues that arise during project implementation
- Reviews data runs, pursues additional analyses as appropriate and provides overall quality assurance of research results.
- Prepares data and analysis for detailed analytic reports.
- Produces reports in Excel or other formats, summarizes and communicates findings from analyses of data
• Leads and manages the research and analysis required to produce AHIP policy memos and reports on key health policy topics affecting AHIP members.
• Coordinates with research team and AHIP staff.
• Prepares research for publication, maintains databases for research.
• Works with supervisor to identify research topics that meet our members’ business needs
• Other duties as assigned.

Supervisory Responsibility:

• Project supervision is required; the position does not have any direct reports.

Skills:

• Advanced data analysis and study design experience, programming and database management.
• Requires excellent communication and planning ability.
• Expert SAS programmer
• Strong understanding of study designs that produces relevant value information.
• In-depth knowledge of quantitative and research methods and excellent attention to detail for quantitative work
• Excellent organizational skills and the ability to balance multiple projects.
• Strong leadership and interpersonal skills; demonstrated ability to manage effectively; well developed member influencing and relationship building skills within the healthcare industry.

Experience:

• Seven to ten years experience in analysis of health care data work required.
• Experience in project management and managing multiple tasks simultaneously in a fast-paced and high-intensity environment.
• Experience with data analysis, statistics required and familiarity with health policy issues are preferred.
• Experience in working with large commercial insurers or Medicare fee for service data
• Experience with writing and executing SAS programs.

Education:

• Master’s in biostatistics, health economics or health services research ; PhD preferred

Physical Work Activities & Conditions:

• Continuous sitting for prolonged periods more than 2 consecutive hours in an 8 hour day.
• Keyboard use of greater or equal to 50 % of the workday.

Percent of Travel:

• Less than 10%.
The purpose of a job description is to describe the overall function and general responsibilities of a job. Job descriptions are used in hiring and training and to provide employees with a better understanding of employer expectations. Actual job functions and duties will vary as job responsibilities and business needs require.

Equal Opportunity Employer M/F/D/V

Interested candidates must send resume, references and a cover letter that includes salary requirements to: hr@ahip.org or mail to:

America's Health Insurance Plans (AHIP)
ATTN: HR Dept/CPRSDQR
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