COOK COUNTY HEALTH

Job Code:	8168
Grade:	24
HCWR:	N

Job Title	**Department**
Chief Data Officer	Administration

This position is exempt from Career Service under the CCH Personnel Rules.

Job Summary

The Chief Data Officer (CDO) will be responsible for fostering value creation of data assets and external data ecosystem for Cook County Health (CCH). The Chief Data Officer has responsibilities for envisioning data-enabled strategies, maximizing data-driven business outcomes and establishing system-wide data and analytics governance/stewardship. The Chief Data Officer will leverage all available data platforms at CCH including, but not limited to, CCH data warehouse, Press Ganey, MGMA, Vizient Operational Database & Clinical Database, CompData, Axiom and Cerner. The Chief Data Officer will coordinate data generation resources throughout CCH to ensure appropriate prioritization and alignment as well as prevent duplicate efforts.

General Administrative Responsibilities

Collective Bargaining
- Review applicable Collective Bargaining Agreements and consult with Labor Relations to generate management proposals
- Participate in collective bargaining negotiations, caucus discussions and working meetings

Discipline
- Document, recommend and effectuate discipline at all levels
- Work closely with labor relations and/or labor counsel to effectuate and enforce applicable Collective Bargaining Agreements
- Initiate, authorize and complete disciplinary action pursuant to CCH system rules, policies, procedures and provision of applicable collective bargaining agreements

Supervision
- Direct and effectuate CCH management policies and practices
- Access and proficiently navigate CCH records system to obtain and review information necessary to execute provisions of applicable collective bargaining agreements

General Administrative Responsibilities

Management
- Contribute to the management of CCH staff and CCH' systemic development and success
- Discuss and develop CCH system policies and procedures
- Consistently use independent judgment to identify operational staffing issues and needs and perform the following functions as necessary; hire, transfer, suspend, layoff, recall, promote, discharge, assign, direct or discipline employees pursuant to applicable Collective Bargaining Agreements
- Work with Labor Relations to discern past practice when necessary

Typical Duties
- Takes authority, responsibility and accountability for exploiting the value of enterprise information assets, and of the analytics used to render insights for decision making, automated decisions and augmentation of human performance. Leads data-driven insights that help support the exploitation of strategic and tactical business opportunities.
- Collaborates with executives to establish the vision for managing data as a business asset to exploit data using research and analytics to maximize the return on data assets. Develops methods to ensure consistent application and use of analytics. Establishes the governance of data and algorithms used for analysis, analytical applications and automated decision making.
- Defines data and analytics strategy practices, leads the creation (and assure the ongoing relevance) of CCH data and analytics strategy in collaboration with Leadership. Institute an enterprise operating model that is consistent with the capabilities and competencies required to execute the strategy.
- Expands research and analytics offerings, especially in emerging analytical approaches, skills and technologies, focusing them on digital business innovation. Partners with the Chief Information Officer (CIO) to identify emerging management tools and collaborates to ensure there timely introduction for competitive advantage and to minimize duplication.
- Fosters the creation of a data-driven culture, related competencies and data literacy across the enterprise.
- Identifies new types and kinds of data sources to enable business innovation throughout the organization. Creates and oversees a centralized service for sourcing external data to ensure quality, traceability, timeliness, usability and cost-effectiveness.
- Defines processes for the effective, integrated introduction of new data.
- Organizes and leads a data and analytics governance committee to provide executive sponsorship for and oversight of governance policy creation and compliance. Chairs a data and analytics governance council that meets quarterly and/or as needed.
- Participates in the following governance domains: business strategy and planning, management and financial reporting, enterprise architecture, IT strategy and planning, risk and compliance, and marketing strategy and planning. Participates in other governance forums, as needed.
- Ensures that business reports derived from controlled data are consistent and representative

Typical Duties

of the true state of the business.
- Measures master data and reference data for compliance to policy, standards and conceptual models. Assure the deployment and management of data quality monitoring practices.
- Develops, manages, allocates and governs the annual budget.
- Manages (directly or indirectly) a team of analysts, developers & other data-oriented professionals across different business units within CCH.
- Leads the development, publishing and maintenance of the organization's information architecture, as well as a roadmap for its future development, ensuring that it matches and supports business needs.
- Oversees the integration and staging of data, and the development and maintenance of the data lakes, data warehouse and data marts, for use by analysts throughout the organization.
- Performs other duties and/or projects as assigned.

Reporting Relationship

Report to the Chief Strategy Officer

Minimum Qualifications

- Master's Degree from an accredited college or university
- Ten (10) years of experience working with healthcare data
- Five (5) years of experience managing and/or directing a data team
- Experience working with senior leadership to drive organizational change

Preferred Qualifications

- Master's Degree from an accredited college or university in Business Administration, Computer Science, Healthcare Administration, Public Health, Statistics or a related field (i.e., Decision Science)
- Masters Level course work in Decision Sciences, Statistics and Data Analysis
- Finance experience

Knowledge, Skills, Abilities and Other Characteristics

- Extensive knowledge and mastery of SQL
- Knowledge of Microsoft Office products (Word, Excel, PowerPoint) and data analysis software and tools
- Exceptional written and verbal communications skills necessary to communicate with all levels of staff and a patient population comprised of diverse cultures and age groups
- Demonstrated strong analytical and critical thinking skills
- Strong problem-solving skills and result-oriented mentality
- Ability to establish strong working relationships and to lean and motivate teams
- Ability to analyze data and provide recommendations
- Ability to demonstrate respect and sensitivity for a culturally diverse environment
- Ability to utilize a sophisticated data-driven approach to the development of long-term strategy

Knowledge, Skills, Abilities and Other Characteristics

- Demonstrates ability to Identify best-practice solutions for data-driven management and analysis, including dashboard tools and key clinical metrics

Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, "Typical Duties" are essential job functions.