



Job Code: 8197
Grade: K12
HCWR: N

Job Title
Chief Wellness Officer

Department
Cook County Health

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

Job Summary

The Chief Wellness Officer (CWO) leads the design and implementation of a wellness program providing support to the health and well-being of Cook County Health (CCH) employees. The CWO will encourage healthy living, identify techniques for personal stress reduction, and ways to address operational inefficiencies that may contribute to interrupted workflow. Facilitates change that enable all CCH employees to work in a culture that prioritizes and promotes professional fulfillment and optimizes the function of CCH.

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

- Leads the strategic design, direction, and implementation of a wellness program aimed to focus on a cultural transformation across CCH providing behavioral health support and implementing staff wellness programs
- Collaborates with leaders, key partners, and communities across Cook County and CCH to develop and improve Wellness Initiatives
- Collaborates with CCH partners, such as Cook County Risk Management and Employee Assistant Program (EAP) services to coordinate responses to traumatic incidences on the job
- Leads within an equity-based framework, incorporating a deep commitment to diversity and inclusion in all aspects of work
- Serves as a liaison with local and regional agencies and program initiatives to identify industry trends
- Monitors engagement surveys to review and address concerns voiced by staff
- Identifies best practices and opportunities for contemporary approaches to change management
- Establishes qualitative and quantitative metrics to measure program effectiveness
- Ensures compliance with Joint Commission and Occupational Safety and Health Administration (OSHA) standards and with all other applicable accrediting and regulatory bodies.
- Facilitates change that enables all CCH employees to work in a culture that fosters improved performance and enhance employee engagements
- Regularly attends and participates in divisional and departmental administrative meetings.
- Maintains an active clinical load (patient care) of approximately 30% time
- Performs other duties as assigned

Reporting Relationship

Reports to the Chief Quality Officer

Minimum Qualifications

- Doctor of Medicine (MD) or Doctor of Osteopathy Medicine (DO) from an accredited medical college or university



Minimum Qualifications

- Licensed as a physician in the State of Illinois or have the ability to obtain license prior to starting employment
- Board Certified through the American Board of Internal Medicine (ABIM), American Board of Family Medicine (ABFM), or American Board of Psychiatry and Neurology (ABPN)
- Training in Internal Medicine, Family Medicine and/or Behavioral Health
- Five (5) years of professional experience in the practice of specialty
- Three (3) of experience in leadership within a hospital or health system
- Demonstrated experience developing wellness programs
- Position requires travel for which the employee must possess a valid driver's license and insured vehicle or otherwise provide an acceptable and reliable means of transportation

Preferred Qualifications

- Master's degree from an accredited college or university
- Psychiatric experience
- Alternative medicine experience
- One (1) or more years of experience providing medical care to underserved populations
- One (1) or more years of professional experience in an academic health care environment

Knowledge, Skills, Abilities and Other Characteristics

- Excellent verbal and written communication skills necessary to communicate with all levels of staff and a workforce population composed of diverse cultures and age groups
- Demonstrate analytical and organizational, problem-solving, critical thinking, and conflict management/resolution skills
- Strong demonstrated leadership skills to implement change and drive results
- Ability to prioritize, plan, and organize projects and tasks
- Ability to function autonomously and as a team member in a multidisciplinary team
- Ability to show empathy and compassion for all staff
- Demonstrate attention to detail, accuracy, and precision

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.