

The Virginia Hospital & Healthcare Association (VHHA) is seeking candidates for a Post-Acute & Ambulatory Care Liaison role. This role supports statewide healthcare emergency preparedness and response efforts by coordinating engagement with non-hospital healthcare partners across the Commonwealth of Virginia. This position serves as a primary liaison between the healthcare coalition and post-acute, long-term care, and ambulatory healthcare settings to strengthen preparedness, information sharing, and coordinated response for all hazards impacting healthcare delivery.

Salary Range - \$67,500 - \$86,100 annually

Actual starting pay will be determined based on several factors, including relevant experience, education, skills, certifications, internal equity, and current market conditions. Compensation decisions are made in alignment with organizational compensation practices and business needs.

Essential Functions:

- Serve as the statewide liaison for post-acute and ambulatory care partners, including long-term care, assisted living, specialized healthcare, home health, hospice, dialysis, rehabilitation, and outpatient care settings across Virginia.
- Develop, maintain, and expand engagement with other-than-hospital healthcare (OTTH) facilities and organizations to support unified healthcare preparedness and response statewide.
- Support the integration of post-acute and ambulatory care partners into Regional Healthcare Coordination Centers (RHCCs), ensuring alignment with statewide healthcare coalition priorities and the Hospital Preparedness Program (HPP).
- Assist with the development, review, and implementation of regional and statewide plans addressing the needs of post-acute and ambulatory care settings and medically vulnerable populations.
- Enhance emergency preparedness capabilities within OTTH facilities statewide by serving as a consistent point of contact for coordination, technical assistance, and coalition engagement.
- Provide facilities with relevant preparedness resources, guidance, and connections to emergency management, public health agencies, EMS, and acute care hospitals.
- Conduct meetings, trainings, and outreach with facilities and organizations statewide to assess preparedness needs, promote coalition participation, and support continuous improvement.
- Support RHCC activations during planned and no-notice emergency events and assume assigned roles within the Healthcare Coalition Emergency Operations Plan.
- Strengthen statewide information-sharing processes related to post-acute and ambulatory care facilities, including situational awareness and status reporting during incidents.
- Conduct site visits (virtual or in-person) across the Commonwealth to assess preparedness, build partnerships, and identify gaps or best practices.

Secondary Duties of Position

- Support coalition communications, messaging, and engagement efforts related to post-acute and ambulatory care partners.
- Coordinate and support workgroups, committees, or meetings related to non-hospital healthcare preparedness and medically vulnerable populations.
- Serve as a liaison to public health and emergency management partners to support infectious disease preparedness and response efforts affecting long-term care, dialysis, home health, hospice, and outpatient care settings.
- Review and analyze statewide healthcare status tools (e.g., VHASS, long-term care status boards, event logs) to identify facility needs during incident response.
- Provide targeted outreach to OTTH facilities to ensure timely and accurate situational reporting during emergency activations.
- Support Incident Command System (ICS) roles during coalition or RHCC activations as assigned.

VHHA is seeking a candidate with experience in emergency preparedness across post-acute, long-term care, and ambulatory healthcare settings. The ideal candidate brings knowledge of HPP programs, healthcare coalitions, and

coordination across public health, EMS, and emergency management systems. Strong stakeholder engagement, training, and facilitation skills are essential, along with the ability to manage multiple initiatives and support response operations. A bachelor's degree, 2–3 years of relevant experience and required ICS certifications are needed; a master's degree and experience with healthcare incident response or grant-funded programs are preferred.

This is a full-time position that reports to the VHHA main office in Glen Allen, Virginia. The employee must reside within the region assigned to the healthcare coalition (central), with responsibilities extending across the Richmond area. Remote work or alternative designated work locations may be required as well as 24/7, on-call availability.

Occasional physical activity may be required, including the ability to lift 25–50 pounds during deployments or the distribution of emergency supplies or PPE. The work environment involves limited exposure to environmental hazards.

Compensation will be commensurate with work experience. VHHA offers a competitive benefits package and incentive plan opportunity.

Interested candidates should send a cover letter and resume to recruiting@vhha.com.

VHHA is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin, age, disability, marital status, military service or veteran status, sexual orientation, gender identity, genetic information, pregnancy, childbirth, or related medical conditions, including lactation, political affiliation, or other basis prohibited by federal or state law relating to discrimination in employment.

It is the policy of VHHA to provide a drug-free workplace in keeping with the spirit and intent of the Drug Free Workplace Act of 1988. VHHA prohibits the manufacture, sale, distribution, dispensation, possession, or use of alcohol, controlled substances, or marijuana on VHHA premises or while conducting VHHA business on or off VHHA premises.