

MONTANA PRIMARY CARE ASSOCIATION

Incorporated in 1987, the Montana Primary Care Association (MPCA) is a non-profit organization dedicated to improving access to high-quality, community based, affordable primary health care in Montana. MPCA is the association of Montana's Community Health Centers and Urban Indian Organizations.

MPCA works to support and increase Montanans' access to excellent, patient-centered health care. The association provides training and technical assistance to health centers and works to improve access to health care for all – especially for underserved and vulnerable populations.

The MPCA is a membership organization overseen by a Board of Directors composed of the CEO's from its membership organizations.

Today, MPCA maintains a central office in Helena, Montana. Expectation is this will remain the nexus of MPCA operations. MPCA employs 17 staff members, the majority of whom work remotely. Through these staff members and at the direction of the CEO, MPCA provides support to its Health Centers and Urban Indian Centers including ongoing technical assistance, training and education, regulatory support and by providing and supporting advocacy at the federal, state and local levels.

MPCA provides oversight and management assistance to Montana Health Plus (MTH+) whose mission is improving population health, providing a formal statewide system of care, increasing optimal clinical outcomes and decreasing overall healthcare costs for people in Montana regardless of income or coverage status, by providing integrated, high-quality, patient-centered care in a network of community-based health centers to the citizens of the State of Montana and private and public payers.

MPCA also oversees the MT Health Centered Controlled Network which provides training and technical assistance to support its members to leverage health IT to participate in value-based payment by enhancing the patient and provider experience, advancing interoperability, and using data to enhance value.

THE POSITION

The Chief Executive Officer (CEO) is hired by and reports directly to the Montana Primary Care Association (MPCA) Board of Directors. As the organization's top executive, the CEO is responsible for advancing MPCA's mission, implementing policies established by the Board, and providing strategic leadership to ensure continued growth and success.

The CEO oversees the management and operations of the association across all areas of the operation.

The CEO will be a visionary and operationally skilled leader who can balance strategic priorities with day-to-day management, ensuring that MPCA remains responsive to the needs of its membership organizations, employees, and patients and communities they serve. The CEO plays a central role in guiding organizational culture, strengthening financial sustainability, and promoting innovation in healthcare delivery.

Fifty (50) percent of work time will be spent travelling, both in-state and out-of-state. In-state travel will require travel by car and include all areas of Montana, with varying road conditions. It is expected that at least one on-site visit will occur annually for each member organization.

For a complete list of responsibilities, please inquire at careers@mtpca.org for the full job description.



OPPORTUNITIES & PRIORITIES

Advocacy: Montana finds itself in the unique setting of significant funding coming to the state for improving rural healthcare (\$233m in the first year). MPCA is a major player in the planning, distribution and execution of these funds for their intended purpose.

Population Health: MTH+, through its Medicare Shared Savings Program and other value-based contracts, offers opportunities for member organizations to diversify revenue opportunities and prepare for future reimbursement initiatives. MH+ is currently actively pursuing additional contracts and possibilities for expansion.

Regulatory Environment: A major priority for the incoming CEO will be to navigate evolving governmental and regulatory challenges that affect Health Centers. The CEO will play a central role in ensuring ongoing compliance while positioning MPCA and its members for long-term stability in a complex and shifting healthcare environment.

Grant Management: MPCA relies significantly on grant funding for support of operations. Securing and managing these grants is a critical function of the position. Identifying opportunities for additional grant and other revenue opportunities is desired.

Organizational Structure: The new CEO will develop and implement an organizational structure to maximize utilization of resources and fully support the strategic plan and priorities of MPCA and its members. Notably the current organizational structure requires supervision of a largely remote staff.



THE IDEAL CANDIDATE

Required Education & Experience:

- A bachelor's degree from an accredited college or university, preferably in a business or health-related field, and five (5) years of executive leadership experience.

Preferred Education & Experience:

- A master's degree in a related field.
- Three (3) years of experience providing specific knowledge, skills, and abilities to help successfully manage a program including operational, financial and human resource management.
- Familiarity with community health centers.
- Experience working with limited resource populations.
- Experience in financial practice and management.
- Progressively responsible executive experience in an area relevant to the Health Center's operations and mission.
- Experience in healthcare administration, business administration, public administration, or a related area.
- Experience in personnel supervision and management.

Necessary Knowledge, Skills, and Abilities:

- Strong personal ethics and the ability to maintain a high level of personal and professional integrity, with a genuine respect for diversity, cultures, and perspectives.
- A passion for achieving MPCA's mission, values, and goals through development and execution of a strong strategic plan and support of member Health Centers.
- The ability to create a climate where staff are motivated to deliver superior performance, support organizational objectives, and act in the best interests of MPCA and its various constituencies.
- Skill as a visionary leader in aligning business and financial strategy with the long-term growth of MPCA.
- Demonstrated leadership ability to manage employees, foster organizational culture, and develop future leaders.
- Experience overseeing large and complex budgets and grants with strong fiscal and risk management skills.

- Skill in securing grant funding and building collaborative relationships with state officials, community leaders, and partner agencies.
- Knowledge of regulatory issues, quality improvement practices, and compliance in healthcare delivery.
- Strategic ability to design and implement new organizational models that improve efficiency, expand services, and strengthen the institution.
- Capacity to manage change, lead innovation, and apply data analytics and technology to enhance operations.
- Strong communication skills to engage effectively with staff, the Board, community stakeholders, and state-level partners.
- Ability to work productively with an active Board of Directors, demonstrating professionalism, diplomacy, and accountability.

For more information on the Montana Primary Care Association, please visit:

www.mtpca.org

COMPENSATION & BENEFITS

- **\$150,000+ DOQ**
- **Health Insurance (Pacific Source):** Coverage begins the first of the month after hire. Premium for coverage is 100% Employer Paid. Family coverage is not available through this plan.
- **Dental Insurance (Delta Dental):** Coverage available on date of hire. Premium is 100% Employer Paid.
- **Life & Disability Insurance:** \$100,000 Group Life and AD&D provided at no cost.
- **Long Term Disability:** Provided by Mutual of Omaha at employer expense. Benefit is 60% of gross earnings, term depends on age.
- **Retirement:** 401(k) plan with immediate eligibility. Employer contributes 3% automatically. Employee may make additional contribution. Discretionary contributions considered annually.
- **Vacation Leave:** Begins accruing immediately, ranging from 140 to 216 hours annually based on years of service.
- **Sick Leave:** Accrual begins on date of hire and is available to be used after 90 days.
- **Paid Holidays:** 10 days annually, including New Year's Day, MLK Day, Memorial Day, Juneteenth Day, Independence Day, Labor Day, Columbus/Indigenous People's Day, Thanksgiving (and day after), and Christmas Day.
- **Negotiable Travel:** The Board will work with successful candidate to determine preferred travel reimbursement including possible car lease.

To learn more, view the [Full Benefits Summary](#).

The Montana Primary Care Association is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **February 20, 2026** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to www.mtpca.com and click on "Careers", select "**Montana Primary Care Association, MT – Chief Executive Officer**" and click "**Apply for Job**". Mail resumes, cover letters, and supplemental questions to careers@mtpca.org.