



CHILDREN'S
HOSPITAL
ASSOCIATION

General Counsel

Leadership Profile

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WittKieffer

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The Opportunity

Children's Hospital Association (CHA) seeks an engaging, collaborative, and dynamic executive to serve as its inaugural General Counsel (GC). CHA works in collaboration with children's hospitals and health systems across the nation to advance child health through driving innovation in the quality, cost, and delivery of care. CHA represents more than 200 children's hospitals and is the unified voice of children's hospitals that set the standard for the highest quality pediatric care. This is a unique opportunity at this outstanding organization.

The GC will provide expert legal guidance and support ensuring compliance with all relevant laws and regulations. Key functions include managing contracts, developing, and implementing policies, providing legal counsel to the CHA Human Resources team. The GC will manage a legal team including outside firms and advisors, helping navigate public affairs opportunities and challenges including Congressional, Administrative and Judicial actions. This leader must be able to navigate non-profit legal issues, health care law, lobbying reports and Congressional ethic requirements and advocacy. They also serve as a strategic advisor to the CEO of CHA and the senior leadership team.

The GC will serve as a liaison to the legal teams of CHA member hospitals, also representing CHA and CHA member hospitals with coalitions, other associations, and federal policy makers.

The individual selected for this position will be a highly strategic, proactive attorney who is well versed in the business dynamics and regulatory environment of the healthcare industry. They are innovative and entrepreneurial, and someone who creates solutions that facilitate CHA's ability to serve its members across the country.

The GC will be a team player and an actively engaged leader with mature interpersonal skills, who adds a strong health law background to the CHA team and remains active in the practice of law. It is important that the GC be a credible and visible leader who exhibits high integrity, a willingness to listen effectively and to work collaboratively.

Organization Overview

In collaboration with children's hospitals and health systems across the nation, CHA advances child health through driving innovation in the quality, cost, and delivery of care. Representing more than 200 children's hospitals, CHA is the unified voice of children's hospitals that set the standard for the highest quality pediatric care.

Alongside their members, they champion policies, best practices and performance improvement opportunities that enable children's hospitals to better serve patients and families by focusing our efforts in areas of greatest impact: policy, quality & patient safety, and analytics to inform the decision-making of clinicians, policymakers, payers, and providers.

CHA serves and supports its members through a variety of functions, including:

- **Policy and Advocacy:** As the voice for children's hospitals and child health, CHA acts as its members' "eyes and ears" in Washington, focusing on legislation and regulatory action that directly affect its constituencies. As health care policies are debated at the state and federal levels, CHA and its member hospitals work with policymakers to ensure children's unique health care needs are not overlooked. CHA advocacy priorities focus on Medicaid, pediatric workforce and addressing the children's mental health crisis.
- **Quality and Patient Safety:** CHA hosts and facilitates a broad set of improvement, research and learning collaboratives. These collaboratives range in size from five hospitals to over 80 hospital participants and include hundreds of clinicians, all focused on finding best practice solutions to priority problems. The goal is to identify best practices and disseminate to all hospitals caring for children and improve children's health care and health outcomes.
- **Education and Programming:** CHA runs one of the nation's largest set of educational programs dedicated to children's hospital and health system leaders. This includes executive forums and networking events, the Annual Leadership Conference, Quality and Safety in Child Health Conference, data and analytics conferences, and other topic-specific programs for administrative and clinical leaders within children's hospitals. Programming occurs both in person and virtually.
- **Data, Analytics and Health Services Research:** CHA hosts the only unblinded integrated data sets to support children's hospitals' decision-making and the development of strategies and projects driving clinical, financial, and operational improvement. Clinical administrative data in Pediatric Health Information System (PHIS) and finance and operating data housed in the PROSPECT, Revenue Management and COMPARE (surgical services) programs enable collaboration within and among children's hospitals to analyze, benchmark and measure performance. With CHA support, health services researchers routinely publish using comparative data housed at CHA. Additionally, CHA partners with vendors to support the collection of data used for quality improvement purposes. In aggregate, the data has important uses in supporting CHA's advocacy agenda with legislators, regulators, and payor communities.

CHA has approximately 175 staff members located in their Washington, D.C., and Kansas City offices. In 2024, CHA annual revenues are budgeted to be greater than \$134 million (greater than \$56 million net of patronage paid annually to participating hospitals), with an operating budget of approximately \$55 million.

For more information about the Children's Hospital Association, please visit: www.childrenshospitals.org.

Position Summary

Reporting Relationships

The GC reports directly to the CEO of CHA, Matt Cook.

Responsibilities

The successful GC candidate will:

Public Affairs

- Develop and implement internal policies and procedures to ensure legal and regulatory compliance with federal lobbying, Congressional ethics, and Federal Election Commission guidelines. Serve as legal advisor to CHA's political action committee.
- Monitor and analyze judicial decisions, legislation and regulatory developments affecting children's hospitals and health care.
- Represent the organization in meetings with government officials, other associations, advocacy groups, and other stakeholders.
- Develop and maintain relationships with GC of key stakeholders in DC, industry wide and with CHA member hospitals.
- Help lead or draft amicus briefs or other court filings, as needed.

Advisory and Contract Management

- Provide strategic legal advice to the Board of Directors, CEO, and senior management on a variety of matters.
- Ensure compliance with all applicable federal, state, and local laws and regulations.
- Draft, review, and negotiate contracts, agreements, and memorandums of understanding.
- Conduct regular reviews and updates of organizational policies.
- Manage vendor and partner agreements to safeguard the organization's interests.
- Oversee outside counsel team, including advising on crisis communications functions.

Risk Management, Employee Relations, and Special Projects

- Provide legal counsel on employment law issues including hiring, termination, discrimination, and workplace policies.
- Oversee the resolution of employee disputes and handle investigations related to employment practices.
- Ensure compliance with labor laws and regulations.
- Identify potential legal risks and develop strategies to mitigate them.
- Manage the organization's risk management program, including insurance coverage and liability issues.
- Conduct training sessions for staff and board members on legal issues, compliance, and risk management.
- Keep the organization informed about new laws and legal trends relevant to non-profits and healthcare.

Goals and Objectives

The following goals and objectives have been identified as priorities for the new GC during the first 18 to 24 months of their tenure (not necessarily listed in order of priority):

- Establish credibility and authenticity with the CHA team, board and membership and other key constituents. Become a trusted and respected leader within CHA.
- Build a legal department that is well organized and functions effectively for the organization. The goal will be for legal services to be viewed as a credible and valued internal resource for the association.
- Quickly understand and embrace the strategic imperatives of CHA and develop and align legal strategies to support the overall health of the organization. Proactively advise executive leadership and support the education and engagement of other key constituents in legal and policy matters. Participate in the development/refinement and analysis of judicial decisions, legislation and regulatory developments affecting children's hospitals and health care.
- Support a transparent, metrics-driven review of the contract management system and develop a recommendation for process improvements, potentially including a new system. Proactively bring a contemporary perspective on legal issues related to contracts, employment law, IP, and others. Become familiar with issues related to key legal activities/work underway and the potential impact on CHA.
- Demonstrate a natural comfort towards representing the organization with federal and state officials, legislators, and regulators. As a leading ambassador to external constituents, the GC must visibly live the mission and values of CHA and its commitment to advancing child health through driving innovation in the quality, cost, and delivery of care.
- Adapt and respond to organizational needs, current responsibilities and changing priorities.
- Make decisions and offer consultation on legal, compliance and risk mitigation matters with organizational implications.

Candidate Qualifications

Education/Certification

- Juris Doctor (JD) degree from an accredited law school.
- Member in good standing of a state bar association.

Knowledge and Work Experience

- Minimum of 10 years of legal experience, preferably in the non-profit or health care sector.
- Demonstrated experience with contracts, employment law, and public affairs.
- Prior experience in a General Counsel role or similar senior legal position is highly desirable.
- Experience managing multiple key stakeholders across organizations; understanding of leadership roles and attributes to successfully lead projects from beginning to end.

Leadership Skills and Competencies

- Adept problem solver with innate resourcefulness and solution orientation; ability to prioritize and change direction when needed. Able to successfully navigate within varying degrees of ambiguity.
- High emotional intelligence with a strong ability to gain trust and develop effective long-term relationships.
- Superb judgment and integrity; unparalleled confidentiality and sophistication in all aspects of work.
- Highly developed communication skills (written/verbal) and interpersonal savvy.
- Exceptional project management capability and highly detail oriented.
- A creative and strategic mindset with the ability to translate strategy into tactical action plans.

The Community

Washington, D.C. and Lenexa, Kansas

The GC can work remotely from a home office, but it is expected that they will establish a routine cadence to be present in the CHA D.C. office at least a few days a month at a minimum. They may have to travel on occasion to the office in Lenexa, Kansas.

Procedure for Candidacy

The search process is underway and will continue until the position is filled. All applications, nominations and inquiries are invited.

Please direct all nominations and applications to Jim King, Werner Boel and Wendy Kerschner through [WittKieffer's Candidate Portal](#). Candidates can also reach the WittKieffer team through the office of Wendy Kerschner at wkerschner@wittkieffer.com or 630-575-6909.

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