



SOCIETY to IMPROVE DIAGNOSIS  
in MEDICINE

## Chief Executive Officer Position Description

The Society to Improve Diagnosis in Medicine (SIDM) seeks qualified candidates to become its next Chief Executive Officer (CEO). The CEO will shape, inspire, and lead the organization's future in collaboration with a committed and engaged Board of Directors and a talented team.

### THE ORGANIZATION

The mission of SIDM is to catalyze and lead change to improve diagnosis and eliminate harm from diagnostic error. SIDM works in partnership with patients, their families, the healthcare community, and every interested stakeholder. SIDM is the only organization focused solely on the problem of diagnostic error and improving the accuracy and timeliness of diagnosis.

SIDM has an annual budget of over \$5,000,000 and a staff of 11. The organization does not have a physical office space and staff works virtually. Given the virtual organization, the new CEO may be located anywhere in the U.S.

For more information about SIDM - [www.improvediagnosis.org](http://www.improvediagnosis.org)

### THE POSITION

Since its founding, SIDM has continued to grow in impact and in securing broad external support for the organization. With the partnership and support of the Board, the CEO will lead the organization toward continued future growth and organizational success in advancing its mission and vision. The CEO will ensure that the financial, operational, fundraising, marketing, and programmatic strategies are well executed and that the talented team at SIDM is supported in achieving these objectives.

### **Responsibilities**

#### *Strategic Leadership*

- Advance the mission of SIDM to improve diagnosis and eliminate harm from diagnostic error through the operationalization of SIDM's strategic plan and in collaboration with the Board of Directors.
- Cultivate a transparent and working relationship with the Board of Directors.
- Represent SIDM to external stakeholders, including, but not limited to funders, government agencies, organizations, industry, and the clinical community.
- Work in collaboration with the SIDM team and partners toward the organization's mission and goals.

### *Operations and Infrastructure*

- Advance a model of sustained financial success for the organization.
- Provide leadership and organization to all staff to ensure the continued management of a professional and efficient organization.
- Support a culture which attracts, retains, and motivates a diverse and highly qualified staff.

### *Development*

- Build effective relationships with funders, partners, and other stakeholders.
- Develop and implement a comprehensive development plan to expand and enhance revenue through continued diversification of funding sources.

### *Program Development*

- Organize SIDM's annual national conference and advance the national conversation about diagnosis.
- Support SIDM's programs to improve diagnosis and advance ongoing programmatic excellence in diagnosis.
- Ensure effective analysis to evaluate progress of programs toward organizational goals.

### **Qualifications**

- Minimum of a bachelor's degree and graduate degree or professional knowledge of healthcare.
- Substantial professional experience and organizational leadership competency.
- Deep passion and commitment to SIDM's mission and advancing the field of diagnosis.
- Entrepreneurial spirit with a drive to build on SIDM's early successes.
- Prior grant and fundraising experience and non-profit financial management.
- Strong communication skills and ability to work collaboratively with diverse groups of people.
- Action-oriented, adaptable, and innovative approach to business planning.

Interested candidates should send a letter of interest and a curriculum vitae to [president@improvediagnosis.org](mailto:president@improvediagnosis.org)