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**Trinity Health**

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**LOYOLA  
UNIVERSITY  
HEALTH SYSTEM**

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## **Regional Manager, Total Rewards**

**Trinity Health  
Loyola University Health System**  
Maywood, Illinois

Position Specification

June 2017

## **Summary**

### **Trinity Health**

Trinity Health is seeking a Regional Manager, Total Rewards for the Illinois Region.

Reporting directly to the Senior Vice President & Regional Chief Human Resources Officer (CHRO), the Regional Manager, Total Rewards (RMTR) will direct and oversee all Benefits and Compensation across the region serving Loyola University Medical Center, Gottlieb Memorial Hospital, as well as, Mercy Hospital and Medical Center Chicago (Mercy).

### **The Opportunity**

The Regional Manager will provide oversight, technical leadership and guidance by collaborating with Regional CHRO and local business leaders with a dual report to the Trinity Total Rewards System Office. S/he will identify and address the local operational business needs for Total Rewards within a large system and region and will assume responsibility for aligning the Trinity Health Total Rewards programs with local strategic business objectives and needs.

The Regional Manager will partner with Trinity Health (TH) Functional Leaders and, in concert with fellow Rewards Integration Leaders, develop and implement enhanced Compensation and Benefit programs to standardize across Trinity Health and meet the local business needs. S/he will be a subject matter expert in Benefits and possess a comprehensive working knowledge of Total Rewards. The Regional Manager must possess analytical, investigative, interpolative and evaluative skills. S/he be adept at integrating and coordinating findings to ensure a consistent and standardized Total Rewards program across the Illinois region and in alignment with Trinity Health. The Regional Manager must possess exceptional communication and presentation skills with experience at all levels of the organization.

### **Trinity Health Illinois Region**

**Trinity Health** is one of the largest multi-institutional Catholic healthcare delivery systems in the nation. It serves people and communities in 22 states from coast to coast with 93 hospitals and 120 continuing care locations – including home care, hospice, PACE and senior living facilities – that provide nearly 2.5 million visits annually. The organization was formed in May 2013, when Trinity Health and Catholic Health East officially came together to strengthen their shared mission, increase excellence in care and advance transformative efforts with a unified voice. With annual operating revenues of \$15.9 billion and assets of \$23.4 billion, the new organization returns almost \$1 billion to its communities annually in the form of charity care and other community benefit programs. Trinity Health employs 97,000 full-time colleagues. Mercy Hospital & Medical Center and Loyola University Health System (LUHS), which includes Gottlieb, represent the Trinity Illinois region. Mercy Medical Center reports through the Trinity Health Illinois Region.

### **Loyola University Medical Center**

Loyola University Medical Center (LUMC) is a 547-licensed bed quaternary care system on a 61-acre campus that includes the Center for Heart & Vascular Medicine, the Cardinal Bernardin Cancer Center, a Level 1 trauma center, a burn center, a children's hospital and Loyola Outpatient Center. LUMC also has a large network of ambulatory locations offering primary and specialty care services throughout Cook, Will and DuPage counties. Today, LUMC employs over 6,000 colleagues and has 760 physicians on its medical staff.

**Gottlieb Memorial Hospital**

Gottlieb Memorial Hospital (GMH) is a community hospital with 254 licensed beds on a 36-acre campus. GMH features a Professional Office Building with 150 private practice clinics, an adult day care program, the Gottlieb Center for Fitness, the Loyola Center for Metabolic Surgery and Bariatric Care and the Loyola Cancer Care & Research at the Marjorie G. Weinberg Cancer Center at Melrose Park. Today, Gottlieb employs more than a thousand colleagues and has 500 physicians on its medical staff.

**Mercy Hospital & Medical Center**

Mercy Hospital & Medical Center is a 416-licensed bed hospital located on the south side of Chicago. Mercy is a Level 2 E Perinatal Facility, complete with a comprehensive network including one of the nation's leading Heart & Vascular Centers, eleven auxiliary care facilities, MercyWorks occupational health program and two school-based health centers in Wendell Phillips and Dunbar Vocational Career Academies. Mercy employs 500 employed and staff physicians.

# Living Our Values

Living Our Values engages colleagues to connect with our Mission and Core Values to care for ourselves, our fellow colleagues and those we serve. By Living Our Values every day, we will improve patient satisfaction, colleague engagement and our culture of safety. Together, we will create the Trinity Health Experience that is truly people-centered.



## Core Values

## Living Our Values Actions

### Reverence

We honor the sacredness and dignity of every person.

- I connect with compassion and courtesy
- I respect every person
- I use preferred names, introduce myself, my role, and what I am doing
- I smile, acknowledge others, open doors, make eye contact, and say please and thank you
- I am aware of my facial expressions and body language

### Commitment To Those Who Are Poor

We stand with and serve those who are poor, especially those most vulnerable.

- I reach out to help those in need
- I escort patients/family to their location
- I notice when others are suffering or struggling and reach out to comfort and assist them

### Justice

We foster right relationships to promote the common good, including sustainability of Earth.

- I make every moment matter
- I build and maintain healthy and trusting relationships
- I avoid judging others because of differences or circumstances
- I listen and avoid interrupting and multitasking

### Stewardship

We honor our heritage and hold ourselves accountable for the human, financial and natural resources entrusted to our care.

- I engage every day with an owner's mind and a servant's heart
- I support others in fulfilling our Mission
- I own every problem and seek to find a resolution
- I practice self-care and invest in my own resilience

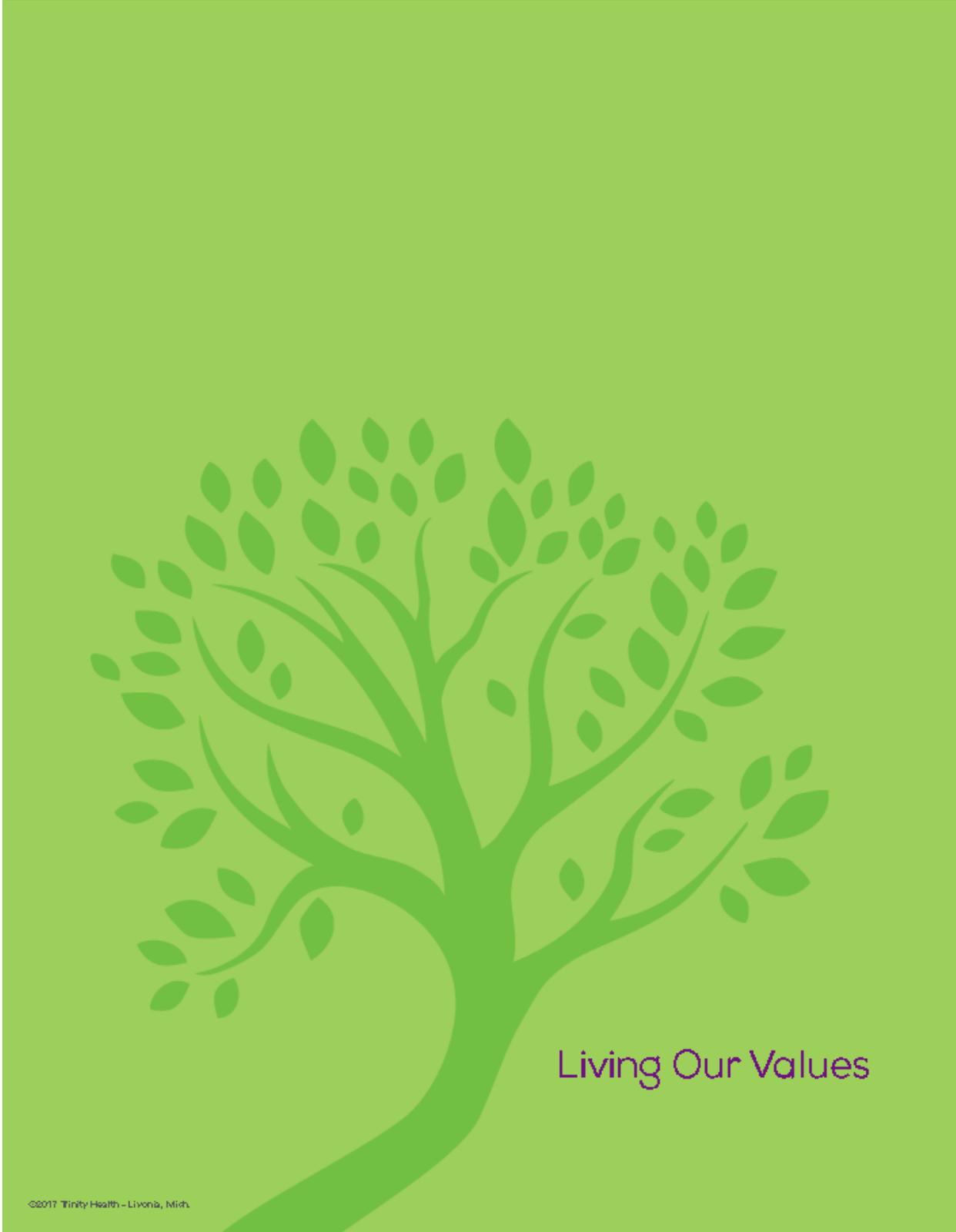
### Integrity

We are faithful to who we say we are.

- I am a champion for our Mission and Core Values
- I put people at the center of all I do by being present and attentive
- I practice gratitude
- I take responsibility for my role as a team member

**Our Mission:** We, Trinity Health, serve together in the spirit of the Gospel as a compassionate and transforming healing presence within our communities.





Living Our Values

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## **The Position**

### **Scope of the Regional Manager of Total Rewards:**

1. Collaborates with the Regional CHRO and local business leaders with direction from the Total Rewards Areas of Expertise, to identify and address Total Rewards business needs for a large system or region. Guides business leaders in seeking opportunities for integrating and leveraging resources and services. Conducts needs assessments, identifies organizational risks and opportunities, develops strategic and tactical approaches, seeks specialized functional expertise and manages overall performance expectations and deliverables.
2. Works to align Total Rewards programs and services with strategic business objectives, programs, implementations and needs. Responsible for leading, coordinating and participating in highly visible projects having a far-reaching impact. Develops project plans, action steps and related status reports/summaries while driving attainment of desired outcomes. Performs salary and benefit planning activities outcomes. Performs annual salary and benefit planning activities including establishment of the annual organizational compensation and benefits budgets; monitors variances to the budgets and identifies and implements corrective action as needed.
3. Coordinates and oversees assigned Total Rewards activities under the direction of a Trinity Health Functional Leader in concert with fellow Rewards Integration Leaders. Serves as a principal advisor and resource providing technical specialized guidance, identifying and delivering necessary resources and developing effective solutions to varied situations and challenges. Provides leadership for Compensation, Benefits and HRIS Operations for Trinity Health, Illinois Region.
4. Leads efforts to coordinate and ensure alignment and integration of Total Rewards programs across assigned functions, regions or business line(s). Develops effective relationships and partnerships with leaders to support Trinity Health initiatives and ensure the successful implementation of targeted goals and objectives.
5. Interfaces with internal management, leaders, Trinity Health Home Office and staff and management and other stakeholders. Serves in a leadership capacity possessing the latitude to gather and exchange information, and provide specialized technical guidance and resolution to challenging and variable situations requiring analytical, interpretive, constructive and evaluative thinking.
6. Works with Trinity Health Rewards Leaders to plan, define, validate and impart the organization's overall Total Rewards philosophy, strategy, approach and business need in the design and implementation of all Total Rewards programs and services.
7. Maintains a working knowledge of applicable Federal, State, and local laws and regulations, Trinity Health Corporate Integrity Program, Code of Ethics, as well as other policies and procedures to ensure adherence in a manner that reflects honest, ethical, and professional behavior. Ensures that organizational compensation and benefit policies and practices reflect the organization's philosophy and comply with applicable Federal,

State and local laws and regulations; initiates corrective action as needed. Assumes responsibility for the preparation and submission of compliance documentation.

8. Knows, understands, incorporates and demonstrates the Trinity Health Illinois Region Mission, Vision and Values in leadership behavior, practices and decisions.

## **Candidate Attributes**

The ideal candidate will possess a Bachelor's Degree in either Business or Human Resources and bring progressive management experience of at least five years to this key position. S/he will be a mission driven leader who has held a similar role in another healthcare organization. Ideally, Masters prepared, the selected candidate will bring expertise in the arena of Benefits and Compensation and have experience working in a complex and matrix setting where building and sustaining relationships is the cornerstone of success.

### **In addition, the selected candidate will:**

- Have the poise and sophistication to operate in an academic medical center and health system-wide role and promote the important mission and activities of Trinity Health regarding all Total Reward functions.
- Be comfortable as part of a high performing, collaborative team whose shared mission is the provision of "measurably world class healthcare."
- Have the ability to support and partner with key stakeholders, at the Trinity Health Home Office and within the Trinity Illinois Region to drive and implement a standardized Benefits and Compensation Model.
- Possess the personal charisma to motivate and inspire others into action and bringing a "can do" proactive approach to Total Rewards.
- Have an elevated level of Emotional Intelligence. Being highly skilled at building relationships and gaining "buy in" through engagement, listening, and possessing a transparent communication style.
- Demonstrate the ability to foster an atmosphere of respect, trust, and aligned commitment to organizational goals consistent with the Jesuit mission of LUHS and the Mission and Core Values of Trinity Health.
- Work collaboratively with peers and others at the LUMC, Gottlieb Memorial Hospital, Mercy Chicago and all affiliated organizations.
- Can manage conflicting priorities and adapt to changing demands in a complex academic setting.
- Will be a skilled facilitator who understands the nuances of serving many masters in a complex and matrixed environment.

## **Leadership Competencies**

- Achieves excellence by being action oriented, decisive with consistent follow through that aligns resources to the accomplishment of objectives.
- Uses effective strategies to facilitate change initiatives and overcome resistance to change.
- Builds cooperative relationships and alliances throughout the organization and relates to several types of people including key stakeholders, subordinates, superiors, and peers.

- Understands complex issues and develops solutions that effectively address the problem.
- Lives out a set of deeply held personal beliefs and honors a spirit and presence greater than self and connects these to the Trinity Health Mission and Core Values.

## **Critical Success Factors**

Within the first 18 months of hire, the new Regional Manager will be charged with specific goals and objectives that s/he must meet to be successful.

### **The Regional Manager will:**

- Demonstrate his or her abilities as a relationship person and will build sustainable relationships across the region and at all levels. S/he will be comfortable working as part of a team and within a culture that is humble and respectful, but also possess the self-confidence to work alongside a diverse group of people and personalities to drive a successful Rewards program.
- Build a good working relationship with the CHRO and dotted line reporting relationships / Functional Leaders at Trinity Health Home Office, as well as direct reports to the role at the Regional Health Ministry (RHM) level.
- Direct and provide oversight to LUHS Compensation Committee and manage all activities and requests regarding compensation.
- Operate as a key stakeholder in the development of a three to five-year strategic plan to address system alignment, regional standardization and consistency regarding Total Rewards.
- Ensure all standardization is applicable if / when expansion of the Regional Health Ministry (RHM) occurs.
- Establish shared principals to assure alignment on Benefits from System Office to RHM and similarly establish strong principals for Compensation in the Illinois region through the appropriate use of geographic research, market data and shared surveys.

## **The Community**

Loyola University Medical Center and Gottlieb Memorial Hospital are located ten miles west of downtown Chicago, while Mercy is located directly in the downtown area and serves an urban patient population.

Chicago is renowned for many things; its size (almost 3,000,000 residents), its cultural diversity, which spans almost 100 designated neighborhood areas and its 26 miles of beautiful lakefront. It is estimated that there are over 7,000 restaurants and almost 400 theaters and art galleries combined. As architecturally diverse as it is culturally, it enjoys a national reputation for being a sports town, is famed for its jazz and blues music, and currently boasts some of the most accomplished chefs in the nation.

A multicultural city that thrives on the diversity of its neighborhoods, Chicago embodies the values of America's heartland - integrity, hard work, and community that reflects the ideals in the social fabric of its ethnic history. Today, Chicago is a leader in reforming public schools, enhancing public safety and security initiatives that provide affordable housing in attractive and economically sound communities, ensuring accessibility for all, and fostering social, economic and environmental sustainability.

## **Compensation**

A compensation package will be constructed commensurate with the background and experience of the selected candidate and includes a comprehensive benefits program. Most significant is the opportunity to assume a key leadership role in a thriving organization renowned for its delivery of high quality patient care and its compassionate approach to treating the patient in a holistic manner, one that is consistent with Trinity and Loyola philosophy and values.

## **For More Information**

We appreciate all referrals. Interested parties please send resume to [LUHSRMTR2215@ZurickDavis.com](mailto:LUHSRMTR2215@ZurickDavis.com). For additional questions, please contact **Janet Clifford, Josh Berg or Annette Cooke** at **781.938.1975**. All contact with **ZurickDavis** will remain confidential.

***Trinity Health and Loyola University Health System are Equal Opportunity Employers***