

From: Soura, Christian
To: Keck, Anthony <keck@scdhhs.gov>
Date: 8/18/2014 3:37:33 PM
Subject: FW: Draft Bulletpoints

Tweaked #2 below.

CLS

Christian L. Soura
Deputy Chief of Staff

(803) 543-0792
ChristianSoura@gov.sc.gov

-----Original Message-----

From: Soura, Christian
Sent: Friday, August 15, 2014 2:14 AM
To: Keck, Anthony
Subject: Draft Bulletpoints

I put a few bullets together below, trying not to really overlap anyone else's role (or at least their roles as they're summarized in their current online bios). I get the sense that most of the final position description document would be inserted by HR folks, such as the minimum qualifications or KSAs, etc.

The Senior Advisor has the following responsibilities:

- * Coordinate policy and program development within DHHS and in association with partner agencies, the Governor's Office, the General Assembly, and external stakeholder groups.
- * Provide consultative services and support for major projects that advance DHHS' strategic priorities, including pay-for-success initiatives and other innovative efforts to improve health outcomes while controlling costs.
- * Work with the Budget and Control Board / Department of Administration and other agencies to investigate and develop opportunities to pursue shared services and other practices or models designed to result in improved and/or more effective service delivery.
- * Ensure that the Department's strategic planning processes reflect the input of the appropriate stakeholders, comply with recent statutory and administrative changes, and define a path forward that will make optimal use of DHHS' resources in order to achieve the agency's long-term goals in key areas including access, affordability, quality, and value.
- * Conduct research assignments, prepare reports, manage projects, represent DHHS in various

settings, and perform other tasks as assigned by the Director.

CLS

Christian L. Soura
Deputy Chief of Staff

(803) 543-0792
ChristianSoura@gov.sc.gov