Executive Coach Job Description

What is Executive Coaching?

Executive Coaching is a one-on-one individually designed program aimed to provide physicians with professional help in dealing with practice management issues such as proper charting, documentation, time management, etc. The qualified executive coaches work on an hourly basis and develop a formal report of completion when a physician completes the coaching.

Requirements/Skills:

Seasoned, licensed physician with either current or past leadership experience in healthcare. Preference for a physician who has flexibility in their schedule to fulfill coaching sessions. Coach will work with the physician to identify areas of improvement in their practice and will work on a plan to increase performance in those areas. Such areas could include; identifying more efficient business operations; help improve a physician’s time management; improve charting and clinical documentation. Coaches will meet with physicians and develop and action plan, that will include a schedule for the sessions, and a breakdown of what will be accomplished at each session. After the program the coach will submit a completed report to both the physician, and the OMA.

Coaches and physicians will work together to find an agreeable time and place to hold coaching sessions. (the number of patients you decide to take on – is completely up to you – the OMA will work within your parameters)

All names of participants and scope of work between coaches and physicians will be kept confidentially at the Oregon Medical Association, unless an employer has referred and is paying for the physician to participate in the program and requests a copy of the completed report from the OMA.

Compensation:

Each coaching session will be individually designed, however a minimum program includes 5 hours / 5 1:1 coaching sessions. The participants will pay $250 per session and at minimum, $1250. Coaches will be compensated $150 for each 1:1 session.

How to apply:
Please submit your name, qualifications, current CV or Resume to Emily Boyd, Associate Director of Education and Accreditation at the OMA at Emily@theoma.org