



MOUNTAIN COMPREHENSIVE HEALTH CORPORATION

Corporate Compliance Officer / Grant Writer

Mountain Comprehensive Health Corporation (MCHC) has an opening for a full-time Corporate Compliance Officer / Grant Writer at the Administration Office in Whitesburg. Candidate will be responsible for the continued development, implementation and oversight of the Compliance Program as well as conducting periodic audits, coordinating and participating in training programs that focuses on the components of the Corporate Compliance Program and seek to ensure that all appropriate employees and management are knowledgeable of, and in compliance with Federal and State statutes, rules, regulations and guidelines. Grant Writer duties will include researching potential funding sources, preparing grant proposals/applications, adhering to guidelines set forth by the funding agency, and have a complete understanding of the programs. Duties will also include keeping in contact with the funding agency/grantor to check on progress of program, keeping records to track the grants and submitting progress reports to the agencies/grantors. Grant Writer will insure that expenditures adhere to legal and budgetary requirements.

A qualified applicant should have a minimum of a four (4) year degree from an accredited college/university. Preference will be given to those individuals who, in addition to meeting the educational requirement, have expertise and experience in dealing with compliance issues within the health care industry. Applicants should possess integrity, sound judgment and demonstrated leadership skills and be both assertive and approachable.

Monday thru Friday (8:30 a.m. - 5:00 p.m.). Excellent benefits package (medical, dental, matching 403(b), short and long term disability, etc.) salary commensurate with experience. Applications may be picked up at MCHC Administration Office, clinics or downloaded from the website (mchcky.com).

Send application and resume to:

Mary Ann Morgan
Human Resource Director
MCHC
P.O. Box 40
Whitesburg, Kentucky 41858
mmorgan@mtncomp.org

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