



Executive Director

Brown County Oral Health Partnership (OHP) is a nonprofit, children's dental organization. The goal at OHP is to change the lives of our communities' children through access to excellent oral health services. In 2022 we served over 11,000 area children who otherwise would go without dental care.

As Executive Director you would lead the organization with assistance from internal supervisors and the Board of Directors.

Key stats about OHP:

- 17 years of nonprofit excellence.
- 5 clinic locations within the City of Green Bay.
- Hospital Teams that treat kids under anesthesia.
- School-Based Teams that treat kids in Green Bay area schools.
- 6 full-time dentists & 1 part-time dentist.
- 7 full-time hygienists & 16 full-time dental assistants.

Living in Green Bay!

- The Fox River and Lake Michigan offer endless waterfront recreation. The Northwoods of Wisconsin offers hundreds of miles of trails and other outdoor activities.
- Lower cost of living. Green Bay's cost of living is 18% lower than the national average, and 40% lower than Chicago suburbs.
- World-renowned sports – GO PACK GO!
- Shorter commutes. The average commute is about 15 minutes.

Main Responsibilities:

- Collaborate with the Clinical Director and Administration Director on day-to-day operations.
- Network for OHP both within the dental community of Wisconsin and also within the Brown County community at large.
- Meet, network, and collaborate with Wisconsin State Medicaid, Delta Dental Insurance, the Wisconsin Dental Association, and other members of the dental community.
- Collaborate with the directors and administrators of other local organizations in order to further OHP's mission, such as those at the Howe Community Resource Center and The Salvation Army Kroc Center, where OHP operates its clinics.
- Meet with the Brown County Health Department, administrate the Seal-A-Smile Program, and actively participate in other programs that enhance the health of Brown County's children, in line with OHP's mission.
- Coordinate & attend all board meetings (once per month over 9 months) and executive meetings (once per month year-round).
- Assist with grant writing.
- Control all purchases and expansion of capital equipment



Additional Responsibilities/Tasks that are being done:

- Monitor scheduling conflicts and resolve disputes throughout the day.
- The ED will delegate operational duties to the Clinical Director and/or Administration Director.
- Assist the Finance Director with ongoing budget and financial obligations.
- Additional collaboration with internal leaders for various OHP programs.

Requirements:

- 4-year degree from an accredited university with emphasis in Nonprofit Management preferred.
- Minimum of 6 years of experience in nonprofit management with progressive advancement may be substituted for education.
- Experience collaborating with a Board of Directors.
- The ability to manage large remote teams.
- An understanding of dental practices is helpful but not required.

Benefits:

- Competitive salary and bonus opportunity.
- Standard M-F 8a-430pm schedule.
- 401(k) with employer contribution - Both Roth and Traditional offered.
- Health, Dental, Vision, and Disability Coverage.
- Recently expanded PTO.
- An established team with over 85% YoY retention. People stay with us because we do things right.

Inquiries can be sent to Human Resource Business Partner Zach Johnson at zach@bcohp.org or 920-965-0831.