



# Kansas City

## **Enterprise Risk Management Analyst, Sr.**

### **Job Description**

Member of the Enterprise Risk Management unit, this position provides support to Enterprise Risk Management function by participating in facilitating risk assessments, maintaining and updating records, and generating reports to support the Company's risk profile and enterprise risks that may impact the Company. This position reports to the Director of ERM. This role will operate with minimal direction and provide guidance and oversight to the ERM analyst role.

#### **Job Description:**

- Aggregate key metrics across the company, corporate risk services, line of business liaisons, and other risk partners to update risk profile dashboards for the Quarterly Risk Profile reporting. Validate and follow up on metrics that are distributed and received through ERM information systems.
- Educate and support business leaders from across the enterprise to identify drivers and root causes for unfavorable trends and aberrations of key metrics and operational issues.
- Develop and distribute metrics and internal reporting to designated ERM associates in a timely manner.
- Establish risk, issues tracking, loss data, metrics, etc. data collection and quality assurance processes for the Company.
- Develop, define, and manage inventory of key indicators, creating records for new metrics (descriptions, metric owner, linkage to risks, etc.) and properly archive retired metrics.
- Develop and implement the collection, analysis, and reporting of qualitative and quantitative data and summarize key findings in report format.
- Develop and implement the collection, analysis, and reporting of operational loss data and interlink losses to key risks and control deficiencies.
- Drive the development and implementation of efficient tools which enhance the ERM framework.
- Initiate partnerships with colleagues across the Company to help drive a culture of risk awareness and proactive risk identification.
- Flexible to perform other complex cross-functional duties and projects relating to the interaction of the ERM function with legal, compliance, audit, quality, and SIU as assigned.
- Provide oversight and guidance to the ERM analyst role in day-to-day work.

#### **Minimum Qualifications:**

- Bachelor's degree required.
- 7-10 years' experience in ERM, compliance, audit, risk management or similar function in a health care environment required
- Ability to read, analyze, and interpret general periodicals, professional journals, technical procedures, or governmental regulations.
- Ability to read, analyze, and interpret technical journals, financial reports, and legal
- Ability to write reports, business correspondence, and procedure manuals.
- Ability to effectively present information to top management, public groups, and/or boards of directors.
- Ability to respond effectively to the most sensitive inquiries and correspondence.
- Ability to perform mathematical operations such as fractions, percentages, budget calculations and statistical analysis.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to work with mathematical concepts such as probability and statistical inference.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to deal with a variety of abstract and concrete variables.
- Ability to direct the activities of and motivate employees.
- Advanced keyboard skills.



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- Advanced knowledge of and ability to use Microsoft Windows and Office, or similar applications.
- Knowledge of insurance industry laws and regulations.
- Knowledge of Blue KC structure and products.
- Working knowledge of IT system and software capacities and terminology.
- Experience with project management.

#### Preferred Qualifications

- Master's degree
- CPHRM- Certified Professional in Healthcare Management
- CPPS- Certified Professional in-Patient Safety