

## Position Posting for Director of Field Operations

SILICON VALLEY, CA

At WelbeHealth, our purpose is to unlock the full potential of our most vulnerable seniors. We do this by providing them with integrated medical and social services. We are looking for team members who have a pioneering spirit, the courage to love, and will bring diverse perspectives around our shared intention and mission.

Our desire to serve our purpose is leading us to scale rapidly to multiple U.S. markets launching Programs of All Inclusive Care for the Elderly (PACE). These programs center around a day use medical and adult care facility (multi-purpose, ambulatory, ~15,000 SF building subject to state and federal regulations) and require highly integrated services from multiple vendors and partners in the community. In partnership with award winning designers and experienced senior care operators, we have developed an innovative market launch approach and playbook that is ready for execution. Reporting directly to the President, the Director of Field Operations will plan, direct, and coordinate all phases of physical presence market launches throughout the country. In collaboration with vendors and partners, this will include real estate developer partnerships, lease agreements, building design and construction, and implementation of building associated services.

### Responsibilities:

- Ensure that facility launch is not the rate limiting step in launching PACE programs in multiple markets throughout the country in a fast paced startup environment
- Manage efforts with our architect to modify template designs for site specific realities – optimize building and business system for required operations, oversee implementation of systems into design, establish and maintain a standard work letter for developers and landlords to base services on
- Provide oversight on developer project management and construction for rapid delivery
- Secure and manage sub-contractors (through RFP and contracts) as needed for specialized needs (medical clinic, dental suite, rehabilitation therapy equipment, kitchen, information technology, etc.) and oversee integration into the design build program for each site
- Secure and manage contracts for the continuing maintenance, operation and evolution of building systems
- Coordinate site selection and construction efforts with PACE program application team across multiple markets in parallel
- Establish and maintain new construction and operational budgets
- Implement strategic upgrade plan for all WelbeHealth locations
- Ensure compliance to federal, state and local codes for all WelbeHealth locations

### Qualifications:

- Bachelor's degree required
- Experience in responsibilities of position in education or work – construction management, real estate development, contracting (RFP, bid, award processes), building systems
- Healthcare Facility Manager (CHFM) certification, preferred or willing to pursue
- Willingness to travel