

IMPLEMENTATION MANAGER

InSight + Regroup – Implementations Department

Organization Overview

InSight + Regroup is the leading and largest telepsychiatry service provider in the US with a mission to transform access to quality behavioral health care. InSight + Regroup serves hundreds of organizations and individuals in various settings across the continuum of care with its on-demand, scheduled services and direct-to-consumer (Inpathy) divisions. Given its size, diversity of services and extensive experience and expertise, InSight + Regroup is uniquely positioned to enable scalable telepsychiatry programs across the care continuum. As an industry thought leader, InSight + Regroup has helped shape the field, define the standard of care and advocate for improved telepsychiatry-friendly regulations. To learn more, visit www.InSightTelepsychiatry.com and www.RegroupTelehealth.com.

Position Summary

InSight + Regroup is seeking an Implementation Manager to manage implementations of services and support partner relations. In this role you will oversee clinic-based programs by integrating InSight + Regroup's team of telepsychiatry clinicians. This fast-paced position is an excellent opportunity for an individual who has interest in health care administration, project management, mental health care and telemedicine.

Job Responsibilities

- Responsible for the successful implementation of all new partner/clinician relationships
- Serve as a primary point of contact for partners, acting as a liaison between InSight + Regroup's partners and administrative team members
- Schedule and run phone, video, and content sharing meetings between InSight + Regroup and its partners
- Share notes, deliverables, action items and next steps after meetings in order to maintain the implementation plan's process and timeline
- Identify variances from the implementation plan and escalate issues to appropriate team members if progress is challenged
- Partner with recruiting and other operations teams to identify correct clinicians for clinic-based programs
- Maintain up-to-date partner profiles in Salesforce, Airtable and any other relevant tracking systems
- All other duties as assigned

Job Requirements

- Bachelor's degree
- 2-4 years of related experience
- Exceptional written and verbal communication skills
- Superb organizational, time management and problem-solving skills

- Experience interacting with all levels of an organization
- Independent worker/self-starter
- Quick thinker and decision maker
- Comfortable working with a remote team
- Experience working cross-functionally

Ideal Candidate

- Background in project management (PMP or CAPM certification not required, but a bonus)
- Desire to grow and develop with the organization

Logistics

- Position based in Chicago, IL or remote
- Full-time employment
- Reports to the Director of Clinical Implementations
- FLSA Status: Exempt, salary

To apply, please send your resume and a customized cover letter to careers@in-sight.net.