SUPPORTIVE SERVICES FOR FAMILIES & PHYSICIANS

Executive Director

The Florida Birth-Related Neurological Injury Compensation Association (NICA) is seeking an exceptional leader who is energized by our mission and excited to work with remarkable families, an engaged Board of Directors, and a dedicated team. This is a rare opportunity to lead a unique organization with a significant public purpose and to make a meaningful difference in the lives of families every day.

Position Overview

The Executive Director serves as NICA's chief executive officer and reports directly to its Board of Directors, whose members are appointed by Florida's Chief Financial Officer.

The Executive Director is responsible for the strategic leadership, day-to-day administration, and overall performance of the organization. The role combines the responsibilities of leading a human services organization, managing a complex regulated program, stewarding substantial financial assets, and maintaining the confidence of families, policymakers, healthcare providers, and other stakeholders.

The successful candidate will bring strong executive leadership, sound judgment, financial and operational acumen, and an ability to navigate complex legal, regulatory, and public-policy issues. Equally important is a genuine commitment to the families NICA serves and an understanding that decisions made by the organization can have a significant impact on participants and their families throughout their lives.

The Executive Director ensures that NICA's policies, operations, programs, and services reflect an understanding of the lifelong impact of birth-related neurological injury and that families are treated with respect, compassion, responsiveness, and transparency.

This position is exempt under the Fair Labor Standards Act (FLSA).

Position Details

Location: Tallahassee, Fl. This is an in-person leadership position based at NICA's office in Tallahassee; this is not a remote position.

Compensation: The expected salary range is $175,000-$200,000, commensurate with experience.

Benefits: NICA offers a comprehensive benefit package including 100% employer-paid employee health insurance, with subsidized coverage available for eligible dependents, and employer 401(k) contributions equal to 15% of compensation.

Key Responsibilities:

Leadership and Organizational Stewardship

- Set and execute NICA's strategic direction and organizational priorities in partnership with the Board of Directors.
- Lead the organization with a strong commitment to accountability, compassion, innovation, responsiveness, and service excellence.
- Build and sustain a high-performing organizational culture focused on NICA's mission and the families it serves.
- Exercise responsible stewardship of the substantial financial and other resources entrusted to the organization.
- Anticipate emerging challenges and opportunities and position NICA to meet its long-term obligations to participants.

Board Governance

- Serve as the Board's principal executive partner in governance, strategic planning, and organizational oversight.
- Provide the Board with timely, accurate, and meaningful information necessary for informed decision-making.
- Prepare and coordinate Board agendas, reports, recommendations, and briefing materials.
- Maintain appropriate distinctions between the governance responsibilities of the Board and Chair and the management responsibilities of the Executive Director.
- Implement Board-approved policies and strategic direction.
- Ensure Board activities and meetings comply with Florida's public-meeting and Sunshine Law requirements.

Financial Management and Long-Term Sustainability

- Provide executive oversight of NICA's financial operations, including budgeting, cash flow, financial reporting, audits, and financial planning.
- Develop and manage budgets and financial plans aligned with organizational priorities and long-term obligations.
- Promote NICA's long-term actuarial and financial soundness and ensure that the Board have the information necessary to evaluate the organization's financial position.
- Maintain strong financial controls, risk-management practices, and appropriate checks and balances.
- Ensure fiscal integrity, transparency, accountability, and compliance with applicable legal and regulatory requirements.

Programs and Services

- Provide executive leadership for the delivery and continuous improvement of services to NICA participants and their families.
- Ensure organizational policies and practices promote and protect the health and best interests of participants.
- Foster a service model that is accessible, responsive, respectful, and sensitive to the realities faced by families caring for individuals with significant lifelong disabilities.
- Ensure families and other stakeholders understand NICA's role, responsibilities, and long-term commitment to participants.
- Actively seek family feedback and use that feedback to improve service delivery.
- Use data and emerging best practices to identify opportunities to enhance the program.

People and Organizational Development

- Recruit, develop, support, and retain a talented and mission-driven team.
- Establish clear expectations and accountability for organizational and individual performance.
- Promote collaboration, professional development, employee engagement, and effective succession planning.
- Ensure sound human resources practices and compliance with applicable employment laws and requirements.

Operations and Technology

- Oversee organizational operations and ensure effective implementation of strategic priorities.
- Ensure technology, data, and administrative systems support efficient operations, informed decision-making, appropriate security, and high-quality service to families.
- Establish appropriate oversight of vendors and contractors and ensure compliance with contractual, performance, and regulatory requirements.
- Identify opportunities to improve organizational efficiency, effectiveness, and service delivery.

Legal and Regulatory Coordination

- Coordinate with counsel regarding claims, litigation, statutory interpretation, regulatory matters, contracts, and organizational risk.
- Ensure organizational policies and actions are consistent with NICA's governing statutes and other applicable legal requirements.

- Maintain appropriate systems for monitoring compliance with state, federal, regulatory, and contractual requirements.
- Ensure appropriate protection of confidential and sensitive information, including applicable privacy requirements.

External Relations and Public Trust

- Build and maintain constructive relationships with NICA families, healthcare providers, hospitals, physicians, policymakers, state agencies, and other stakeholders.
- Serve as a credible and effective representative of NICA in public and professional settings.
- Communicate complex program, financial, and policy matters clearly and effectively.
- Promote transparency, accountability, and public confidence in the organization.
- Develop and maintain constructive relationships with members of the Florida Legislature and legislative staff; serve as a resource on matters impacting NICA, and represent the organization effectively throughout the legislative process.

Qualifications: NICA is seeking an accomplished executive who combines strong organizational leadership with sound judgment, financial sophistication, and a genuine commitment to serving individuals with significant lifelong needs and their families.

Successful candidates should demonstrate:

- At least fifteen years of progressively responsible senior leadership experience in management, healthcare, human services, finance, government, insurance, or a related field.
- Demonstrated success leading a complex organization, major organizational function, or multidisciplinary team.
- Experience reporting to a governing board or comparable oversight body.
- Experience working with and supporting individuals with disabilities and their families.
- Strong strategic, financial, operational, and organizational management capabilities.
- Demonstrated ability to make sound decisions in complex environments involving competing priorities and multiple stakeholders.
- An action-oriented leadership style and demonstrated ability to translate strategy into results.
- Strong interpersonal and communication skills, including the ability to build trust with families, employees, Board members, public officials, healthcare professionals, and other stakeholders.
- A demonstrated commitment to responsive, respectful service to individuals and families.

- Experience operating in an environment requiring a high degree of accountability, transparency, confidentiality, and public trust.
- Familiarity with, and experience operating under, Florida's Sunshine and public records laws.
- Advocacy experience and proven ability to implement organizational change that may be required through legislation, or as responses to adverse legal rulings or changing insurance markets.
- A master's degree or higher in business, public administration, health sciences, law, or a related field, or equivalent graduate-level education and training.

Experience in a nonprofit, governmental, healthcare, insurance, human services, or other highly regulated environment is preferred. Experience leading in diverse and inclusive environments is also valued.

Application Period: This position will remain open until filled.

How to Apply: Interested candidates should submit a cover letter and résumé to the current Executive Director at **mjaacks@nica.com**.

The cover letter should describe the candidate's interest in NICA's mission and how the candidate's leadership experience prepares them to lead an organization with significant responsibilities to participants, families, and the State of Florida.

Equal Opportunity Employer

NICA is an Equal Opportunity Employer and does not discriminate in hiring or employment practices based on race, religion, sex, gender, age, sexual orientation, marital or family status, national origin, disability unrelated to the requirements of the position, veteran status, or any other status protected by applicable law.

Please note that applications and materials submitted for this position are public records and may be released in response to a public records request unless the information is exempt or confidential under Florida law.

About NICA

The Florida Birth-Related Neurological Injury Compensation Association (NICA) was created by the Florida Legislature in 1988 in response to a growing medical malpractice insurance crisis that threatened access to obstetrical care. As malpractice costs increased, physicians faced growing disincentives to treat high-risk patients and practice in high-risk specialties, including obstetrics. NICA provides a no-fault alternative to medical malpractice litigation for certain catastrophic birth-related neurological injuries. In doing so, NICA has helped stabilize Florida's medical malpractice environment while providing eligible families with a source of lifetime support and care.

At its core, however, NICA is a human services organization. Florida law requires the program to be administered in a manner that promotes and protects the health and best interests of participants with birth-related neurological injuries. That obligation guides NICA's work and its relationship with the families it serves.

NICA is funded primarily through assessments paid by participating physicians and hospitals and must maintain the financial resources necessary to meet its obligations to participants throughout their lifetimes. NICA currently manages approximately $1.6 billion in assets against approximately $1.7 billion in estimated lifetime liabilities, with more than $70 million in reimbursements paid each year. Maintaining NICA's long-term financial strength while delivering responsive, high-quality services to families is central to the organization's mission.