



State of New Jersey

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

DEPARTMENT OF THE TREASURY
DIVISION OF ADMINISTRATION
OFFICE OF HUMAN RESOURCES
P. O. Box 210
TRENTON, NEW JERSEY 08625-0210

ELIZABETH MAHER MUOIO
State Treasurer

NOTICE OF VACANCY

An opportunity currently exists in the unclassified service with the New Jersey Maternal and Infant Health Innovation Authority, for applicants who meet the requirements below:

POSTING #: 2024-088-P

OPEN TO: General Public

ISSUE DATE: July 29, 2024

CLOSING DATE: August 12, 2024

FUNCTIONAL TITLE: Chief of Innovation

CIVIL SERVICE TITLE: Government Representative 2

SALARY: \$170,000 - \$190,000

LOCATION: 225 East State Street, Trenton, NJ 08625

OVERVIEW: In July 2023, Governor Murphy signed S3864, also known as the “New Jersey Maternal and Infant Health Innovation Center Act”, which created the New Jersey Maternal and Infant Health Innovation Authority (MIHIA), the first of its kind in the nation. MIHIA is tasked with overseeing the New Jersey Maternal and Infant Health Innovation Center (MIHIC) based in Trenton and will be the government entity that continues the vital work of Nurture NJ for years to come. Nurture NJ is the statewide program that was launched by First Lady Tammy Murphy in 2019 to reduce the maternal and infant mortality epidemic in New Jersey and ensure equitable care among women and children of all races and ethnicities.

MIHIA officially launched March 27, 2024. MIHIA will lead the State’s efforts to coordinate, promote, and implement education, policymaking, research, innovation, and perinatal workforce development, among other things, with a particular focus on eliminating racial disparities in maternal and infant health outcomes.

JOB SUMMARY: This position will play a founding leadership role in the Authority’s Innovation Activity, overseeing strategic partnerships, the startup of projects, budgeting, planning, stakeholder management, and private sector engagement. The Chief of Innovation position is forward-facing to the public and will foster strong working relationships with multi-sector partners, community, key industry stakeholders, including regular engagement with private sector leaders, senior government stakeholders, and strategic partners.

The desired candidate will have a thorough understanding of New Jersey’s innovation economy, specifically with accelerators, incubators, translational research centers, innovative service delivery centers, or multi-tenant innovation clusters that foster innovation, or entrepreneurship. Have the ability to engage credibly and thoughtfully in conversations with community, industry, and government leaders. Also have knowledge and understanding of economic development, sector development approaches, and public policy and governance. Be self-motivating and self-leading owns work planning and execution with a strong results orientation. Exceptional history of strong performance and consistent high-quality delivery on commitments.

Have the ability to prioritize own workload, must be highly organized, detail-oriented, handle various tasks simultaneously, work independently within limited time constraints with little supervision, and adapt to changes in the work environment while managing competing demands Demonstrated proficiency in creative and analytical problem solving, including the ability to structure issues, define critical analyses or facts required, execute complex analyses with limited errors and oversight, synthesize findings, and propose actionable solutions. Strong written (presentation, memos, and emails), oral, interpersonal, and presentation skills, and the ability to effectively interface with a broad range of audiences, including senior management, MIHIA Board of Directors, staff, government officials, business and industry partners, as well as individual customers and prospects.

Ability to work on small project teams tackling complex and challenging work. Aptitude to communicate effectively both verbally and in writing; proficient in grammar, spelling, and editing; and foster communications with business professionals and MIHIA staff. MIHIA utilizes Microsoft as the core application platform and proficiency in the Microsoft Office Suite is preferred. Must be able to maintain confidentiality and deal effectively and diplomatically with business professionals and MIHIA staff. History of sound decision-making and ability to understand the impact and implications of decisions. Demonstrated interpersonal skills, including the ability to influence and engage team leaders and peers. Demonstrates respectful behavior and promotes teamwork and communication to encourage an interactive, cooperative, collaborative, and customer-focused work environment among the division and external customers. Upholds strong ethical orientation, including exercising sound financial stewardship.

This position may be eligible to participate in the Department's pilot telework program, which allows eligible employees to work remotely for up to two (2) days per week, as approved by management. To participate, you will be required to have high-speed home internet access and a manager's approval. This program does not supersede the "New Jersey First Act", which requires newly hired MIHIA employees to establish and then maintain principal residence in the State of New Jersey. The position offers a comprehensive benefits package including medical, prescription drug, and dental coverage, benefit leave, Pension, supplemental pension plan, tax saving programs, and paid holidays.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Core Responsibilities

- Serves as a key advisor to the MIHIA CEO and Executive team regarding innovation in maternal and infant health, and equity projects.
- Creates strong partnership with community, multi-sector partners, Universities and Corporations around innovation.
- Serves as an expert resource within MIHIA on the innovation economy place based economic strategy.
- Identifies key issues, frames problems, and develops solutions.
- Assists with the implementation of budget and legislative advocacy for MIHIA programs and funding as it relates to the innovation economy.
- Collaborates with Chief of Operations on legislative affairs.

Foster partnerships

- Cultivates, maintains, and strengthens relationships with private sector partners, industry associations, and relevant academic and government stakeholders.
- Works collaboratively with Public Affairs/Marketing, Communications, Governor's policy office, counsel and stakeholders to communicate new initiatives and the introduction of new products and to ensure effective messaging to key policy makers and communities.
- Identifies outreach plan and partners to ensure programs and products are marketed properly to ensure success of each product.
- Works cross-organizationally to achieve state economic development objectives, while meeting MIHIA performance goals.
- Represents MIHIA externally, particularly on applicable industry boards related to the MIHIA's and the state's strategic economic goals and plan.

- Champions, supports, and participates in strategic collaborations with partners to develop and implement programmatic initiatives.
- Collaborates with the Economic Development Authority (EDA), the Commission on Science, Innovation and Technology (CSIT) and others addressing the innovation economy.

Develop and lead portfolio of initiatives and programs supporting the innovation economy

- Guides, prioritizes, and ensures high-quality product development, especially for high-priority programmatic areas.
- Establishes and oversees the execution of strategies, research, and data to drive equitable and inclusive economic development policies and programs, with a focus on innovating and generating the most diverse innovation economic policies in the country.
- Promotes teamwork and communication to encourage an interactive, cooperative, collaborative and customer focused work environment among division, MIHIA staff and external customers.
- Performs other duties and special projects, as assigned
- Ensures department practices and processes are in compliance with MIHIA policies and guidelines and are consistently applied.
- Builds, develops, mentors and coaches direct reports to develop skills and behaviors to enhance performance. Sets staff goals and objectives, reviews staff semi-annually and annually against individual plans. Develops and implements training and succession plans for the team.

EDUCATION AND EXPERIENCE REQUIREMENTS:

- Bachelor's Degree, preferably in a relevant field such as finance and business and/or equivalent work experience.
- MBA preferred.
- 7-10 years of practical business experience related to equity investments and deal structuring.
- A thorough knowledge and experience of investment transaction diligence
- A proven track record of working on investment transactions in the innovation economy
- A minimum of five years of client service experience
- Experience in program development, public policy development, and basic financial principles
- **Note:** Advanced degree or industry-specific certification may be substituted for 1 year of experience

IMPORTANT NOTES:

- **UNCLASSIFIED APPOINTMENT:** Your employment at MIHIA is voluntary and subject to termination by you or MIHIA at will, with or without cause, or with or without notice, at any time. Nothing in this job description shall be interpreted to conflict, eliminate, or modify the employment-at-will status of MIHIA employees.
- **SAME APPLICANTS:** Candidates applying under the New Jersey "SAME" program, **must include a Schedule A or B letter** with other supporting documents (resume, proof of degree, etc) by the closing date. For more information, visit <https://nj.gov/csc/same/overview/index.shtml>, email: CSC-SAME@csc.nj.gov or call CSC at (609) 292-4144, option 3.
- **RESIDENCY:** In accordance with the New Jersey First Act, P.L. 2011, c.70, new public employees are required to establish and maintain principle residence in New Jersey within one (1) year of employment. For more information, visit: <https://nj.gov/labor/lwdhome/njfirst/NJFirst.html>.
- **WORK AUTHORIZATION:** Applicants must possess acceptable work authorization in the United States in accordance with United States Citizenship and Immigration Services and Department of Homeland Security regulations. Candidates on student visas, F1 visas, OPT, or H1B visas are not eligible for employment.
- **FOREIGN DEGREES:** Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated for accreditation by a reputable evaluation service at your expense. The evaluation must be included with your application submission. Failure to submit the required evaluation may result in an ineligibility determination.

INSTRUCTIONS TO APPLY

Submissions must be received timely to the email address listed below in order to be considered. Failure to submit all required documents may result in an ineligibility determination. Interviews will be granted on the basis of the resume.

If you are qualified, please submit the documents listed below by 5:00 p.m. on August 12, 2024:

- Cover letter/Letter of interest
- Resume
- Proof of degree (unofficial transcript reflecting a degree was awarded or a copy of the diploma)

Treasury Employment Recruiter

Email address: EmploymentRecruiter@treas.nj.gov

(Please list the "2024- 088-P - Chief of Innovation" in the Subject Line)

THIS POSTING IS AUTHORIZED BY:

Antoinette Sargent (nr)

Antoinette Sargent, Human Resource Officer