

# Provider Development Specialist

InSight Telepsychiatry - Talent Department

## Position Summary

InSight Telepsychiatry is seeking a provider development specialist to serve as a providers' primary point-of-contact throughout their tenure with InSight. The position will manage the provider's development across InSight's service lines and make final decisions on matching a provider's needs with program needs. The provider development specialist will work as an extension of the talent department and connect regularly with a national team of colleagues. The main function of this role is to support, manage, and empower InSight's providers throughout their long-term careers with InSight and to ensure that all provider functions involve team collaboration.

## Organization Overview

InSight is the leading national telepsychiatry service provider organization with a mission to transform access to quality behavioral health care through innovative applications of technology. InSight has two decades of experience with telepsychiatry, and serves hundreds of organizations across the country with its on-demand, scheduled, connected services and Inpathy divisions. InSight is uniquely positioned to offer scalable telepsychiatry services in settings across the continuum of care. InSight has a diverse provider team, a robust internal infrastructure and a history of adapting its programs to fit the needs of a variety of different settings and populations. [www.InSightTelepsychiatry.com](http://www.InSightTelepsychiatry.com)

## Job Responsibilities

- Maintain a caseload of onboarding and active providers and serve as their primary point of contact
- For each provider, maintain responsibility for their:
  - o Onboarding
  - o Scheduling
  - o Payroll
  - o PTO and CME time management
  - o Expense management
  - o Performance Management
  - o Proactive Service and Check-ins
  - o Compensation and incentives
  - o Other support as needed
- Grow and manage professional relationships with providers
- Match providers for fit with unique opportunities
- Make final decisions on matches, licensing, medical affairs jobs
- Monitor and support accountability between providers and operational teams
- Collaborate with and regularly communicate with all of InSight on the management of providers
- All other duties as assigned

## Job Requirements

- Bachelor's degree or working towards a degree
- Excellent written and verbal communication skills
- Ability to problem solve
- Exceptional customer service skills
- Detail and process oriented
- Strong organization and time management skills
- Ability to multitask and balance priorities
- Demonstrated ability to promote positive accountability, influence and persuade to deliver results

## Ideal Candidate

- Healthcare provider management or support experience
- Behavioral healthcare industry experience
- Independent worker and team player
- Experience with project management
- Thrives in a fast-paced environment
- Interest and experience with telemedicine
- Comfortable working with a remote team

## Logistics

- Position available immediately
- Position based in Marlton, NJ
- Full-time position with potential opportunity for some telework
- Position reports to Talent Manager

To apply, please send your resume and a customized cover letter to [jnapoli@in-sight.net](mailto:jnapoli@in-sight.net)

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

*While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee frequently is required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and climb or balance. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.*

EOE M/V/F/D