The Medicaid Fraud Control Division in the New Mexico Office of the Attorney General, an Equal Employment Opportunity (EEO) employer, is seeking applicants for a position located in its Santa Fe office.

Responsibilities and job duties:

- Assist lawyers, legal assistants and investigators/agents by acting as a Medicaid program subject matter expert.
- Prepare for and testify in court.
- Lead departmental outreach to increase quality referrals by facilitating agency and stakeholder relationships, and by creating and delivering in-house and outside education and training.
- Define and manage outreach and training objectives, scope, and policies.
- Use experience and seasoning in Medicaid policy and procedure to the oversee outreach and training operations.
- Utilize administrative concepts to organize division sub-functions in order to meet the goals and objectives of the agency. Develop program goals, objectives and organizational plans for the efficient delivery of services.
- Manage at least two employees.
- Budget for outreach and training functions.
- Travel to Albuquerque and Las Cruces as needed.
New Mexico Office of the Attorney General

**Recommended Education and Experience:**

Bachelor’s degree in public health administration or related field and ten (10) years Medicaid agency experience. Medicaid agency experience to include the provision of court testimony, mastery of Medicaid rules, regulations, and policies and procedures, nursing facility licensing and health and safety requirements, the development of professional relationships with other agencies and stakeholders, and the preparation and the delivery of Medicaid training and education. College level coursework in business, public speaking, education, public health administration or related field

**Minimum Qualifications:**

A Bachelor’s Degree in any field of study from an accredited college or university and eight (8) years of professional level experience with a light strategic impact directly related to the purpose of the position defined by the agency at the time of recruitment. Any combination of education from an accredited college or university and/or direct experience in this occupation totaling twelve (12) years may substitute for the required education and experience. Supervisory experience preferred.

Salary is commensurate with experience. Resume, sample of your training materials, and three professional references must be received by the Office of the Attorney General. Recruitment for this position will remain open until the position is filled. Applicants selected for an interview must notify the Attorney General’s Office of the need for a reasonable accommodation due to a Disability.

To apply please visit: https://www.nmag.gov/job-openings.aspx