Critical Success Factors for Health IT Job Seekers: A Guide to the Real World

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For those that are new to health IT, or perhaps looking to change positions, it helps to understand what the current expectations from an employer's perspective are. Attendees to this session will gain valuable insight into best practices for optimal job seeker success.

Understand Healthcare IT Industry

- Understand the big picture of Health IT
- Know the short and long term trends
- Understand the different types of Healthcare IT employers
  - Providers/payers
  - Consultants
  - Vendors
  - Government
  - Education
- Identify who is hiring, what opportunities are available, and what is required to gain employment
The Role of Education, Certification, and Training

National Healthcare IT (HIT) Training Program

• 50,000 EHR job opportunities projected by ONC and $100M funded by HITECH Act.
• 70+ community colleges with 21,000+ students and
• 9 university degree programs with 1000+ students trained
• ONC Defined Six EHR Roles
• Placement challenges currently exist.
• Many employers are not aware of this program!

Understanding Your Future Employer

• Identify employers that are or will be needing to hire people with your skill set
• Not all organizations are created equal
• Do you know the culture of the organization, the department, and the manager?
• Is internal succession planning a core value?

Understanding Your Future Employer

• Understand the employer’s initiatives, hiring needs, and preferences/constraints
• Many organizations are under intense pressure to meet staffing requirements
• Where are 80% of the job opportunities?
• Where are other “hidden” job opportunities?
The Hiring Manager’s Thought Process

• His/her goal is to reduce risk to ensure success
• Have you done the job? – Experience is key
• Can you do the job? – Your potential to perform is key
• Are you the perfect candidate? – an exact fit is preferred
• A successful manager requires a successful hire

Position Yourself for Success

• Learn that career advancement is both art and science
• Landing your next role is more quantitative than you may think
• Identify your long term and short term career goals
  • Long term – land your dream job
  • Short term – work for a great organization and an outstanding manager
• Prioritize your "must have" vs. optional requirements
• Be proactive and assertive and work hard!!
Transferable Skill

Skills you have acquired during any activity in your life — jobs, classes, projects, parenting, hobbies, sports, volunteering, eldercare, illegal — that are transferable and applicable to what your prospective employer may want to do in your next job.

The Power of Networking

- The three-fold purpose of networking
  - Gives you exposure to others
  - Gives others exposure to you
  - Gives you exposure to yourself

- The real value of networking
  - Gives you the must have information about your future employer

- Leverage your local HIMSS chapter
- Pursue internship and fellowship opportunities

Cover Letter and Resume Strategies

- Designed to get you into the interview stage
- Personalize for each job opportunity based on the job description requirements
- Identify the position you are applying for and why you are the person they should hire
- A single resume (1-2 pages) will work if your job search is focused
- A project summary can be used if additional information is requested
Winning Interview Techniques

• Expert interviewers are rare! Practice makes perfect!
• Start the interview with gusto! – prepare a 2 minute summary of what you are all about
• Liken the experience to a sales process – sell yourself!
• Engage your future employer with his or her needs

Winning Interview Techniques

• Be energetic and convincing
• Answer all questions with a positive spin
• Come with prepared questions about the organization
• Don’t get discouraged or take things personal

Summary

• Understanding the dynamics of the Healthcare IT industry is essential to moving forward in your career
• Employers are under continuous pressure to reduce costs, improve quality, and hire/retain appropriate staffing levels
• As a job seeker in the field of Healthcare IT, you have the opportunity to successfully fulfill your career goals by understanding and meeting the needs of your future employer
Questions?