

**American Academy  
of Medical  
Administrators**



*The Right Employee  
at the Right Time*

**The Right Service  
at the Right Price.**

- Cardiovascular administrators
- Oncology administrators
- Small or rural healthcare administrators
- Retiring military healthcare administrators
- Healthcare executives
- Contingency planners
- Managed care administrators
- Healthcare information administrators

A service of the



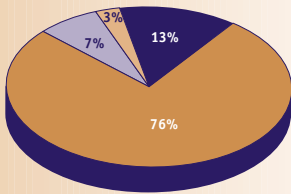
[www.aameda.org](http://www.aameda.org)

# The Right Contacts

## *for the Right Candidates*

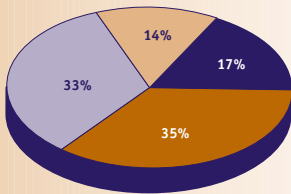
**F**inding the right healthcare administrator takes more than crossed fingers. It takes the right contacts, the right markets, the right media... for the right price.

The American Academy of Medical Administrators has helped healthcare administrators develop their careers since 1957. Members of the Academy and our specialty Colleges have the education, experience and perspective to be effective leaders of American healthcare:



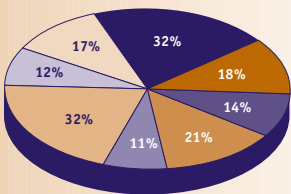
### They're educated:

- 3% hold Associates degrees
- 13% hold BA/BS degrees
- 76% hold Masters degrees
- 7% hold Doctoral degrees



### They're experienced:

- 14% have 0-5 years in healthcare administration
- 17% have 6-10 years in healthcare administration
- 35% have 11-20 years in healthcare administration
- 33% have 20+ years in healthcare administration



### They're specialized\*:

- 32% cardiovascular administrators
- 18% contingency planners
- 14% healthcare information administrators
- 21% managed care administrators
- 11% oncology administrators
- 32% Federal healthcare administrators, many planning post-military healthcare careers
- 12% small or rural healthcare executives
- 17% senior executives

\* Specialties add up to more than 100% due to the multi-disciplinary responsibilities and experiences of many AAMA members.

A service of the American Academy of Medical Administrators

www.aameda.org • 847.759.8601 • joblink@aameda.org



## At the Right Time

Your job posting on AAMA’s JobLink™ website is accessible ‘round the clock and ‘round the world. Interested candidates can respond to your listing by e-mail, fax, mail or direct link to your website — the choice is yours. Your listing on AAMA’s JobLink™ is just a mouse click away from your perfect match. All jobs are posted within 48 hours.

## At the Right Price

JobLink™ is right on the money, too. Target your search directly to the most qualified people, and save significantly from the cost of classified advertising. Enjoy a month’s worth of targeted, nationwide exposure for as little as \$150 per listing. By reaching the right audience, you save time and money. Make the most of your recruitment dollars.

## Listing Options

Position Listings*	2 months	1 month
Single position	\$425	\$250
Two or more, per position	\$400	\$225

\*10% discount to AAMA members.

## Recruiter packages

*(valid for one year from date of purchase)*

5 individual listings	\$1,000
10 individual listings	\$1,750
15 individual listings	\$2,250

## Not right for you?

AAMA can design the right package for your needs. To explore other options, contact [joblink@aameda.org](mailto:joblink@aameda.org).



# Go Right to the Source

*Extend your recruitment message through direct contact, direct mail and publication advertising.*

## **Access the AAMA Mailing List**

Gain direct mail access to over 3,000 medical administrators; general and targeted specialty lists available. For more information contact:

### **Medical Marketing Services, Inc.**

185 Hansen Ct., Suite 110  
Wood Dale, IL 60191-1150  
(800) 633-5478, press "0" for Operator  
(630) 350-1896 fax  
e-mail: [sales@mmslists.com](mailto:sales@mmslists.com)  
website: [www.mmslists.com](http://www.mmslists.com)

## **Reach Out to AAMA Conference Registrants**

AAMA's two annual conferences are the right venues to meet job seekers in person or distribute your company's literature:

- Cardiovascular Administrators' Leadership Conference — March, annually
- AAMA Annual Conference — October/November, annually

For information about exhibits, literature distribution, sponsorships or other opportunities, contact AAMA's trade show manager

### **Gen Hedland**

Phone: 630/323-1079  
Email: [gen@aameda.org](mailto:gen@aameda.org)

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## Exposure in Print through AAMA Publications

Print advertising keeps your company contact information before a select audience of healthcare leaders: AAMA members and their colleagues.

### Combo Packet with AAMA Newsletter Ad

Reach out to 2,500 multi-disciplinary healthcare administrators. Advertise your job opening in the *AAMA Executive* — published quarterly for healthcare executives, contingency planners, retiring Federal healthcare administrators and cardiovascular, oncology, and IT administrators.

- Every 1/4 page ad at \$250 includes a 30-day listing on the AAMA JobLink™.
- Contact [Executiveeditor@aameda.org](mailto:Executiveeditor@aameda.org) for details.
- JobLink™ ad posted within 48 hours.



# Get Started Right Away!

## *4 Easy Ways To Post Your Position*

### **Online**

Go to [www.aameda.org](http://www.aameda.org) , select JobLink™, and complete the secure form

### **Email**

Forward your listing to  
[joblink@aameda.org](mailto:joblink@aameda.org)

### **Fax**

Fax the attached form to 847.759.8602

### **Mail**

Mail the attached form to:  
AAMA JobLink™  
701 Lee Street, Suite 600  
Des Plaines, IL 60016-4516





# JobLink™

## The Right Choice

Job postings must be for bonafide open positions in healthcare administration. They must comply with EEOC and Department of Labor Standards. AAMA reserves the right to modify or reject listings that are misleading, discriminatory or otherwise inappropriate.

Please print or type the following information exactly as you wish it to appear in your JobLink listing.

Listings will be posted on JobLink only after the complete listing and payment are received.

Company

Address

City/State/Zip

Phone

Fax

Email

Contact Person

Title

Signature

Date

**Listing** (200-words maximum per listing; attach additional listings)

**Candidate Response Options** (email, mail, fax, website link information)

**Listing Option** (please circle preferred option)

<b>Position Listings*</b>	<b>2 months</b>	<b>1 month</b>
Single position	\$425	\$250
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**Amount Enclosed** \$\_\_\_\_\_ **Make Checks payable to: American Academy of Medical Administrators**

**Credit Card Payments** (check one)

Visa  MasterCard  American Express  Discover

Card Number

Exp. Date

Name of Cardholder

Signature



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First Class  
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