Knowledge Management Specialist
The Camden Group
Chicago, IL

The Knowledge Management Specialist is the champion of organization-wide knowledge development, organization, and utilization. You will facilitate and promote knowledge sharing throughout the organization’s consulting processes and approaches; optimize the integration of knowledge across the functional consulting areas and offices; and create mechanisms that support the seamless exchange of best practice knowledge and expertise.

Major Responsibilities (Essential Job Functions):

1. Provide leadership to all knowledge management efforts including the assembly, systemization, organization, and distribution of the firm’s knowledge.
2. Provide thought leadership in defining best practices for knowledge development and management.
3. Create a multi-year knowledge management action plan working collaboratively with the functional and office leads of the firm.
5. Recommend and implement methods to assure the currency of the firm’s knowledge base.
6. Develop, implement, and oversee various knowledge management approaches and practices across the functional consulting areas and offices of the firm.
7. Identify and implement knowledge management tools that support the needs of the firm.
8. Collaborate with information technology (“IT”) to establish effective knowledge management structures, storage repositories, directories, and search functionality.
9. Together with IT, establish and manage knowledge warehousing plan, archiving, security and back-up protocols.
10. Develop processes for the systematic updating of key knowledge areas that are critical to the firm’s success.
11. Continuously identify and scan external sources for knowledge that can be of value to the firm.
12. Periodically assess the effectiveness of the firm’s knowledge management practices and pursue advances where opportunities exist.
13. Develop and implement comprehensive professional training and development approaches to educate all staff on knowledge management practices.
15. Provide instruction to new and existing staff on the best methods for accessing the firm’s knowledge bank.
16. Serve as a resource for all staff with knowledge, questions, or needs.
17. Create and facilitate internal networks of knowledge workers.
18. Evaluate and implement groupware to support knowledge collaboration.
19. Map knowledge resources and internal expertise.
20. Develop new knowledge-based resources and services.
21. Design and support decision support tools.
Desired Skills and Experience

Master’s Degree in Library Science, Management Systems, or Information Management (as distinct from IT)

Five years’ experience

Healthcare consulting environment experience

Five plus years in knowledge management role

About Us

Since 1970, The Camden Group has been providing management and consulting services to the healthcare industry exclusively. We have advised more than 1,000 medical groups, hospitals, and health systems throughout the nation. Our wide range of capabilities and commitment to our clients’ vision and goals have made us a respected industry leader. With a multidisciplinary approach focused on our clients’ business needs, we are able to provide the support required to identify and develop effective and practical solutions. We are differentiated by our national industry perspective, innovative approaches, practical experience, proven methodologies, analytic rigor, and objectivity. For this we have earned our clients’ trust, resulting in long-standing relationships.