



## **Position: Supervisor of Maternal & Child Health**

### **Basic Qualifications:**

- Masters of Public Health or related field
- At least 2 years demonstrated supervisory experience in a public health or community health setting
- Federal grant reporting experience
- Excellent verbal and written communication skills and computer skills
- Course work in statistics and epidemiology
- A valid driver's license and reliable transportation.

### **Responsibilities:**

- 1 Supervises the Maternal & Child Health programs, Healthy Start staff, Ohio Equity Institute program staff and manages and drives infant mortality reduction initiatives.
- 2 Plans, directs, trains, monitors, coordinates, and evaluates the work of subordinate staff including program coordinators, health educators, community health workers and other positions as determined by the Director of Health Services; actively participates in inter-agency meetings and community engagement activities.
- 3 Oversees the operation of maternal and child health programs and infant mortality reduction initiatives to ensure that program goals and deliverables are met; also queries and analyzes large databases for program data, gathers, manipulates, and evaluates related data, and completes reports.
- 4 Makes recommendations regarding policies, procedures, and services for maternal and child health and infant mortality reduction initiatives, and interprets agency policy and procedure to the community and staff.
- 5 Participates in community health assessment and community health improvement plan processes.
- 6 Plans and implements new maternal and child health programs and infant mortality reduction initiatives, using evidence-based practices or promising practices to meet community needs.
- 7 Investigates grant opportunities, writes grants, monitors activities, and completes reporting.

**Other Responsibilities:** Attends both internal & external stakeholder meetings and represents the agency on appropriate panels and coalitions. Performs other duties as assigned by the Health Services Director.

**Please email or mail cover letter and resume to:**

Email: [TLCHDresumes@co.lucas.oh.us](mailto:TLCHDresumes@co.lucas.oh.us)

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