



Position: Director of Programs	Status: Exempt
Reports to: Executive Director	Date: November 2022

Background

The vision of Greater Newark Health Care Coalition (GNHCC) is for all residents of Newark, East Orange, and Irvington to have a fair and just opportunity to attain their highest level of health. GNHCC is also one of four not-for-profit regional health hubs (RHHs) in New Jersey working with both clinical and social service providers to improve patient care and outcomes for Medicaid beneficiaries. In furtherance of this vision, and role as an RHH, GNHCC plays four key roles: convenes community stakeholders, collects and analyzes data, pilots programs, and advances advocacy and policy. GNHCC plays these roles in three areas of work: maternal & infant health, child & adolescent health, and regional community health.

Position Summary

GNHCC seeks a strategic and passionate operational leader with a proven track record to join its leadership team as the Director of Programs. This individual will act as a partner and advisor to the Executive Director and the Board of Trustees, and will have operational accountability for all program areas. The Director of Programs will be responsible for directing the development, implementation and monitoring across programs and initiatives. The Director of Programs will also be responsible for staff development and will directly supervise and lead three program managers and their teams. This individual will also be responsible for developing and sustaining deep relationships within the communities GNHCC serves.

Responsibilities include, but are not limited to:

Reporting to the Executive Director of GNHCC, the Director of Programs will lead and oversee:

Program Development & Execution

- Transforms, stewards and grows programs and makes strategic connections across distinct areas of work.
- Acts as key decision maker in partnership with Executive Director on decisions related to programmatic innovation, technical competencies, and program strategy.
- Supports Program Managers to design and execute programs that drive impact within the organization’s catchment area.
- Promotes a learning culture that provides continuous improvement using program data, internal experience, and outside research about health systems, policy reform, government decision making, and human behavior.
- Leverages metrics, evidence, and data, and encourages and coaches colleagues to use them at all levels to inform future action across program activities.

Management and Leadership

- Manages three direct reports and provides guidance to ensure:
 - Technically sound and innovative design and evaluation of GNHCC programs,

- Development of high-quality progress reporting and applications for funding.
- Involves staff in planning, decision-making, facilitating, and process improvement while taking responsibility for direct reports' activities.

External Partnerships

- Understands the importance of community voice and community power and drives decision making and strategy accordingly.
- Develops strategies with partners, when necessary, to achieve organizational goals.
- Supports relationships with external partners and funders to ensure program success and sustainability.

Skills and Qualifications

- A Master's Degree in a relevant field (including public health, healthcare administration, nursing, social work or equivalent).
- Strong fiscal and program management skills; understanding of grant/contracts compliance; and demonstrated ability to critically analyze program data.
- Expertise with relevant program design, implementation, and evaluation.
- Supports a culture that is respectful, fast-paced, entrepreneurial, and mission-driven, and able to foster a resourceful, proactive, and results-oriented environment.
- Adaptable leader with the ability to drive organizational change and build consensus internally and externally.
- Confident in implementing change management processes to guide staff through shifts in political and funding environments and community health priorities.
- Previous experience working with under-resourced populations in urban communities like Newark.
- Process improvement certification/experience (Preferred)

To apply, please send a cover letter, resume and three references to admin@greaternewarkhcc.org. Please include "Director of Programs" in the subject line.