



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

ANNOUNCEMENT OF ANTICIPATED JOB OPPORTUNITY Open to the Public

TITLE Community Health Program Manager 3 - 32201
SALARY/GRADE \$109,956 - \$138,763 / M-4
NEGOTIATING UNIT Management Confidential (06)
LOCATION Division of Family Health
Corning Tower, Empire State Plaza
Albany, NY 12237

MINIMUM QUALIFICATIONS **TRANSFER:** Current NYS employee with one year or more of contingent-permanent or permanent competitive service in a title at or above Grade 29/M-3 and eligible for transfer under Section 52.6 of the Civil Service Law.

PROVISIONAL*: a bachelor's degree **AND** seven years professional public health experience in a governmental public health agency or public health program* that receives funding from a public health governmental agency. Of the seven years required experience, **three years must include** supervision of professional staff **and** the following management responsibilities: program planning and implementation, **AND** program evaluation and monitoring, **AND** development and implementation of policies and procedures.

The required professional experience must include either:

1. Designing or implementing a public health outreach, promotion, or disease prevention program; OR
2. Conducting disease surveillance or a disease control program.

For the purposes of this recruitment, a public health program focuses primarily on the prevention of disease through outreach and public health education or health promotion, including population-based plans of care, not just plans of care for individual patients, or the study of the prevalence or causes of disease through population-based studies.

Examples of non-qualifying experience include, but are not limited to: providing clinical care in therapeutic health care facilities including public hospitals, physician's offices, supervised community-based settings or home care settings; discharge planning or utilization review; developing treatment plans for patients in community settings; regulatory oversight of health care providers to determine compliance with laws, rules or regulations; reviewing appropriateness of services for insurance companies, Medicare, Medicaid, governmental agencies or other third-party payors; or other experience limited to administrative support of public health programs such as operations management, personnel, staff development, fiscal administration, contract/grant management, budgeting or health care finance is not considered qualifying, nor is the provision of medical services to a fixed population.

PREFERRED QUALIFICATIONS Demonstrated experience in the oversight of a major state or federal program or organization preferably focused on reproductive and sexual health, perinatal health, two-generation interventions; knowledge of New York State statutory and regulatory processes, including regulation development and implementation; experience in the oversight and management of federal programs, including ensuring compliance with policies and procedures; experience coordinating intra and interagency efforts, especially those that engage diverse stakeholders and community partners to improve health outcomes; ; experience providing oversight, including monitoring and evaluation, as well as management and leadership on programs or projects that reach communities disproportionately impacted by health disparities; experience supervising staff on the development of policy and recommendations to improve public health programs; excellent writing and communication skills. **Candidates who represent communities disproportionately impacted by health disparities are strongly encouraged to apply.**

RESPONSIBILITIES Will serve as the Director of the Bureau of Women, Infant and Adolescent Health and will report directly to the Associate Director of the Division of Family Health; be responsible for management and oversight of programs and initiatives to promote the health and well-being of New York families with a focus on reproductive and sexual health and safety, perinatal outcomes, including efforts to reduce obstetric and neonatal mortality and morbidity, and two-generation community support. This Bureau also supports New York's Federal Title V Maternal and Child Health Services Block Grant. Specific initiatives in the Bureau include: Family Planning, Sexual Violence Prevention, Regional Perinatal System, Maternal Infant Home Visiting Adolescent Pregnancy Prevention, Maternal and Infant Community Health Collaboratives, among others. Responsibilities include policy and program development, management, and evaluation, including review of data trends and identifying new and emerging evidence-based practice; promoting connections and communication with community partners; review of legislative and budget proposals; and acting as the Department's liaison with various local, state and federal agencies and stakeholders. In conjunction with the Associate Bureau Director and Director of Bureau of Administration, the Bureau Director will be responsible for fiscal activities related to the Bureau, including contracting processes related to procurement, developing fiscal and programmatic requirements, data reporting and monitoring and evaluating contractors to ensure program requirements are being met. Provides primary and secondary supervision. Other duties as assigned by Division leadership.

CONDITIONS OF EMPLOYMENT Full time, permanent appointment for those eligible for transfer. *Provisional, pending examination and scoring for all others. Occasional day and overnight travel to locations that may not be served by public transportation is required.

APPLICATION PROCEDURE Submit cover letter and resume, preferably in PDF format, to Human Resources Management Group, **DJA/CHPM3/ 32201**, Room 2217, Corning Tower Building, Empire State Plaza, Albany, New York 12237- 0012, or fax to (518)473-3395, or by email to resume@health.ny.gov, with **Reference Code DJA/CHPM3/24123** included in the subject line. Failure to include the required information in the subject line of your email or fax may result in your resume not being considered for this position. *Resumes will be accepted until March 13, 2020.*

Issued:
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NEW YORK STATE IS AN EQUAL OPPORTUNITY EMPLOYER PURSUANT TO EXECUTIVE ORDER 161, NO STATE ENTITY, AS DEFINED BY THE EXECUTIVE ORDER, IS PERMITTED TO ASK, OR MANDATE, IN ANY FORM, THAT AN APPLICANT FOR EMPLOYMENT PROVIDE HIS OR HER CURRENT COMPENSATION, OR ANY PRIOR COMPENSATION HISTORY. IF SUCH INFORMATION HAS BEEN REQUESTED FROM YOU, PLEASE CONTACT THE GOVERNOR'S OFFICE OF EMPLOYEE RELATIONS AT (518) 474-6988 OR VIA EMAIL AT INFO@GOER.NY.GOV