

SCORH Job Description for Program Manager, Community Health Improvement

REPORTING RELATIONSHIPS: SCORH Community Health Transformation Director

POSITION SUMMARY:

The Program Manager, Community Health Improvement will provide technical assistance for current activities related to population health. The Manager will work with partner community coalitions and organizations to manage and coordinate programs and services.

QUALIFICATIONS:

EDUCATION AND/OR EXPERIENCE: Master's degree and 1-3 years' Public/Community Health experience or Bachelor's degree and 5-7 years' Public/Community Health experience.

PHYSICAL: **PHYSICAL:** Must have the ability to sit, move about, and effectively communicate. Must have the manual dexterity necessary to operate standard office equipment. Must be able to operate a motor vehicle. Must maintain a valid SC driver's license.

DUTIES:

- Provides technical assistance for community leaders and health care providers related to community-based population health programs including but not limited to community coalitions, AccessHealth Networks (AHN), Rural Health Networks (RHN), and others as assigned.
- Assist Community Health Transformation Director to ensure program deliverables are met on time.
- Understands and uses data analytics and performance reporting for internal and external population health management. Supports community coalitions in the effective use of qualitative and quantitative data for communications, partnership development and sustainability.
- Provides education and technical assistance to community coalitions, AHNs, RHNs and their partner organizations regarding sustainability/viability issues, continuous quality improvement and new program development.
- Identifies and promotes best practices to provide suggestions for working models.
- Provides technical assistance to South Carolina Office of Rural Health staff as requested regarding program sustainability and new program development
- As appropriate to their job description, represents the SCORH at local, state, and national association or governmental meetings that directly, or indirectly, affect the provision of rural health care as it relates to SCORH.
- Serves as the liaison and channels communication between the appropriate community partners.
- Collaborates with other staff on the integration of efforts across provider types and programs.
- Participates in the grant writing and submission, progress reports, and evaluations of associated grant programs as requested.
- Attends appropriate educational meetings to keep current with his/her field of knowledge.
- Other duties as assigned.