

# NOTICE OF JOB OPENING

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## GRANT POSITION

<b>Posting Begins</b>	August 4, 2022	<b>Posting Ends</b>	August 17, 2022
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<b>Position Title</b>	<b>PROGRAM COORDINATOR</b>
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<b>Department</b>	Health Department	<b>Division</b>	Community Health
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X	New Position	X	Full-time	40	Hrs./Week
	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

<b>Location of Position</b>	Public Health Department 619 Ann Avenue Kansas City, KS 66101
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**BRIEF JOB DESCRIPTION:** This position will serve the Public Health Department and the Wyandotte County community by leading the administration and implementation efforts of the 2018 – 2023 Community Health Improvement Plan (CHIP) from within the Health Department. This 5-year CHIP was published and adopted by the Board of Commissioners in the fall of 2018 and is now being implemented through the collective work of four action teams devoted to Jobs/education, Safe and affordable housing, Violence prevention and Health access. This project management role has an opportunity to affect change and improve the health of residents on a large scale through collective impact and meaningful partnerships. It will require a candidate with proven leadership abilities, a robust understanding of the social determinants of health, and an ability to build consensus and maintain momentum among diverse stakeholders.

**MINIMUM QUALIFICATIONS:** A Bachelor's degree in public health, communications, public administration, community development, planning, community health or a related field involving community work. Master's degree in a relevant area is preferred. Two years of work experience in community work, nonprofit, government, health, mobilization, or another relevant field. Have and maintain a valid driver's license. Must reside in Wyandotte County or be willing to relocate within 12 months of the date of hire.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE  
PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.**

<b>Salary Range</b>	\$4,160.00- \$5,564.00/mo.	<b>PI #</b>	6425	<b>Class. Code</b>	1417
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It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

**MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.**

**PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND EMPLOYMENT ELIGIBILITY**

*The Unified Government of Wyandotte County/Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.*

EOE

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