

NOTICE OF JOB OPENING

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Posting Begins	November 3, 2022	Posting Ends	November 30, 2022
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Position Title	PROGRAM COORDINATOR (BECOMING A MOM)
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Department	Health	Division	
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	New Position	X	Full-time	40+	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

Location of Position	
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BRIEF JOB DESCRIPTION: The Unified Government Public Health Department (UGPHD) of Kansas City, Kansas is seeking a talented and collaborative professional to serve as the Program Coordinator to implement the March of Dimes Becoming a Mom (BAM) curriculum for prenatal clients in Wyandotte County. This curriculum is designed to improve participants chances of having a healthy pregnancy and a healthy baby. The Program Coordinator will provide centralized and coordinated collaboration with community partners to seamlessly deliver services that will enhance prenatal care. This position will implement the curriculum in a variety of settings including community-based organizations, hospitals, health departments, clinical care settings, faith-based communities, and worksites. They will be the point person to collaborate with community partners to recruit presenters who are the expertise in their fields. It is vital that the Program Coordinator feels comfortable and confident teaching this curriculum, has an interest and a passion for teaching and can connect with participants and other duties as assigned.

MINIMUM QUALIFICATIONS: Bachelor's Degree in a related field and two years of related program experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above. Experience in Maternal Child Health is preferred. Must have the ability to work with multiple external partners in a diverse environment. Bilingual in Spanish/English is desirable. Must have Valid Driver's License.

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

Salary Range	\$4,160.00-\$5,564.00/mo.	PI #	6324	Class. Code	1417
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EXT 11/17/22

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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