



## **Position Announcement**

The following job opportunity is available with the Inter Tribal Council of Arizona, Inc. located at 2214 North Central Avenue, Phoenix, AZ 85004

**Open as of: April 16, 2024**

**Closing Date: Open until filled**

### **SPECIALIST/MATERNAL HEALTH INNOVATION PROGRAM**

**Annual Salary: \$45K-\$46K (DOE)**

**Benefits: Medical, Dental, Basic Life & 401(k)**

Under the direction of the Maternal Health Innovation Program (MHIP) Manager, the Maternal Health Innovation Program (MHIP) Specialist assists in promoting, implementing and evaluating the Maternal Health Innovation Program. Timely attendance to work and work-related events is an essential function of this position.

#### **DUTIES & RESPONSIBILITIES:**

- Promotes and implements the Tribal Maternal Health Innovation Strategic Plan with input from ITCA Member Tribes in Arizona and the Steering Committee.
- Assists and leads assigned project activities which include implementing, coordinating, supporting, and organizing program activities, preparing and producing written and verbal materials or reports.
- Responsible for coordinating and facilitating meetings, webinars, workshops, and trainings as assigned.
- Researches and compiles available reports, articles, and data related to maternal health.
- Participates in the development and updates of an evaluation plan, action plan and logic model for the program.
- Collects, organizes and reports on project evaluation and quarterly reports in coordination with the Arizona Department of Health Services (ADHS) assigned evaluator.

#### **KNOWLEDGE, ABILITIES AND SKILLS:**

- Demonstrated ability to plan, organize, present, and evaluate projects and activities.
- Knowledge of Tribal public health programs, research, infrastructure, and current issues and best practices.
- Specific knowledge of IHS and Tribal Health Facilities (638/ non-638), maternal health care delivery (preconception, prenatal, and postpartum care) in Tribal communities, rural health care, maternity care desert, related maternal health policies, and related maternal health issues (maternal mortality and morbidity) affecting Tribes.
- Excellent proficiency using Microsoft Office software programs, including Word, PowerPoint, Excel, and Outlook.
- Ability and willingness to travel throughout Arizona often and nationally occasionally. Overnight stays are required.

#### **Education Requirements and Experience:**

Bachelor's degree in health related area from an accredited college or university and at least one year experience in coordinating or specializing in a Public Health project or program or a combination of education and experience that is equivalent. Valid driver's license and submit to a background check.

***Relocation expenses not available***

***Inter Tribal Council of Arizona, Inc. is An Equal Opportunity Employer and A Drug-Free Workplace***

Ak-Chin Indian Community  
Cocopah Indian Tribe  
Colorado River Indian Tribes  
Fort McDowell Yavapai Nation  
Fort Mojave Indian Tribe  
Gila River Indian Community  
Havasupai Tribe  
Hopi Tribe  
Hualapai Tribe  
Kaibab Band of Paiute Indians  
Pascua Yaqui Tribe  
Pueblo of Zuni  
Quechan Tribe  
Salt River Pima-Maricopa Indian Community  
San Carlos Apache Tribe  
San Juan Southern Paiute Tribe  
Tohono O'odham Nation  
Tonto Apache Tribe  
White Mountain Apache Tribe  
Yavapai-Apache Nation  
Yavapai-Prescott Indian Tribe