



CSHA Job Description: Director of Programs

Reports to: Executive Director

The California School-Based Health Alliance (CSHA) is seeking an innovative Director of Programs to help build our statewide work promoting health and educational equity by increasing access to health services in schools.

Despite expanded access to health coverage, too many children and youth still suffer from high rates of preventable conditions such as obesity, asthma, and mental health issues, many of which are exacerbated by poverty. Founded in a commitment to health and educational equity, school-based health centers (SBHCs) are clinics on school campuses designed to interface with school staff to identify student health issues and create seamless access to care, and are focused on serving children who live in neighborhoods where families experience more health issues and have less access to health care. There is a growing understanding that childhood trauma impacts the academic, mental health and general well-being of our students, and school-based health initiatives are important vehicles for improving the well-being of our children. School-based health providers offer a safe space for children to access mental health care services. SBHCs have been gaining popularity in California. There are now 246 SBHCs throughout the state providing health, mental health, and/or dental care along with other public health and prevention programs.

CSHA is the leading voice in California for the movement to put health care where kids are—in school. This is a period of great opportunity for our field and we are looking for a dynamic leader to help bring CSHA into the next phase of our growth. CSHA advances school-based health by:

1. Advocating for public policies that enable school-based health centers and other initiatives to become a sustainable part of both the health care and education systems.
2. Expanding and improving programs and practices among SBHCs and other school health service models; bringing innovative medical, mental and dental health care services into our schools
3. Raising support and awareness of SBHCs through strategic communications.

We have 12 staff members in our downtown Oakland office and 2 staff members in Fresno. We work closely with partners in Los Angeles and Alameda Counties and with our national organization in Washington, D.C. We have an inclusive office culture and a work environment dedicated to continual learning and improvement. You can learn more on our website: www.schoolhealthcenters.org.

JOB DESCRIPTION

The Director of Programs (DP) is a member of CSHA's management team, along with the Executive Director (ED) and Development Director. The DP leads the project and technical assistance team and serves as a senior level thought-partner to the ED in planning and realizing creative growth of the

organization in expanding school-based health care in California and ensuring a well-functioning organization.

RESPONSIBILITIES

Advancing School Health

The DP manages and leads CSHA's efforts to expand school health services across California. Key strategies include developing and delivering tools and resources related to SBHC start-up, programs and services, and sustainability; coordinating technical assistance to school districts, health care providers, or community agencies; linking school health with the communities they serve; and facilitating partnerships that strengthen the role of SBHCs in the health care delivery system. Specifically, the DP:

- Serves as CSHA's expert on school health center operations and school health service models, and provides expert assistance to sites.
- Supervises, supports, and coordinates project staff engaged in providing technical assistance related to starting or running a school health center or expanding school health services.
- Acts as a thought partner together with the Executive Director and other stakeholders to develop innovative strategies for expanding the field of school based health services.
- Works with staff to build their understanding of school health center operational issues to increase their capacity to deliver technical assistance.
- Partners with the Policy Director in advancing CSHA's policy agenda.
- Serves as CSHA's representative to the field, including networking, and regional meetings.

Program and Priorities Oversight

The DP ensures that CSHA's program objectives and strategic plan priorities are successfully achieved. Additionally, the DP, in partnership with the ED and project staff, identifies opportunities to expand CSHA's programs in alignment with the strategic plan. Specifically, the DP:

- Supervises and supports project staff in completing grant deliverables related to respective workplans.
- Supports project staff to ensure non-grant related work aligns with CSHA's strategic plan priorities.
- Works with project staff and CSHA's Director of Operations to ensure project budgets are appropriately managed.
- Coordinates reporting on program deliverables to funders.
- Oversees and approves project activities such as reports or publications.
- Facilitates effective communication between the project staff.
- Identifies funding opportunities to support CSHA's projects or priorities and works with CSHA's ED to develop funding proposal concepts

Education and Outreach

The DP supports CSHA's efforts to conduct outreach to key stakeholders to advance school-based health. Specifically, the DP:

- Acts as an ambassador for school-based health by representing CSHA at meetings, events and conferences to cultivate interest in school-based health.
- Builds relationships with key stakeholders including health care professionals, school district

staff, nonprofit and community partners and policymakers.

- Collaborates with CSHA's ED and Communications Director to develop communications (webinars, email updates, etc.) to key stakeholders.
- Partners with the national School-Based Health Alliance and CSHA's local affiliate partners to advance school-based health.
- Coordinates development of technical assistance materials such as toolkits, webinars, and other resources that advance school health.

Operations

The DP works with CSHA's ED to create a healthy and effective work environment. Specifically, the DP:

- Assists with the planning of staff meetings and retreats.
- Supports effective communication between all staff.
- Identifies opportunities for staff professional development.
- Assists with the planning and coordination of Board meetings.
- Provides support to the ED in other areas as needed.

DESIRED QUALIFICATIONS AND EXPERIENCE

- A minimum of four years experience working in school-based health centers or school health services in a management position.
- Thorough understanding of funding for school-based health centers or school health services. An understanding of federally qualified health center is preferred.
- Experience supervising a diverse team of multidisciplinary professionals.
- Ability to think creatively and strategically as part of a collaborative team.
- Experience developing foundation and government grant proposals.
- Strong project management skills.
- Excellent writing skills.
- Strong interpersonal communication skills and experience making presentations to partners and potential donors.
- Detail oriented and highly organized approach to work.
- Ability to travel regularly within California, including overnight, to work occasional weekend or evening hours, and take an average of one out-of-state trip each year.
- Approach work with a positive attitude and excitement about being part of a vibrant nonprofit team.

Salary is dependent on experience. We offer a competitive benefit package. This is a full-time position based in Oakland.

Interested candidates are invited to submit a resume and cover letter to jobs@schoolhealthcenters.org. In your cover letter, please describe what skills or experience you believe would be important for this position and assess the extent to which you meet that description. We are very interested in honest, critical reflection that is specific to this position in this organization.

Please use subject line: Director of Programs 2017. We will begin reviewing applications on Feb. 1, 2017 and will then review on a rolling basis; position open until filled.

California School-Based Health Alliance is an equal opportunity employer that actively pursues and hires a diverse workforce. All qualified applicants will receive consideration for employment without regard to age, ancestry, color, disability (mental or physical), gender identity or expression, genetic information, marital status, medical condition, military veteran status, national origin, political affiliation, pregnancy, race, religion or creed, sex, sexual orientation, or any other factor that is not related to the job.