

HEALTH POLICY ANALYST II**Maternal & Child Health SIHIS Coordinator (PART-TIME CONTRACTUAL)****Recruitment #21-002419-0010****DEPARTMENT** MDH Family Health & Chronic Disease Services**DATE OPENED** 6/28/2021 1:08:00 PM**FILING DEADLINE** 7/12/2021 11:59:00 PM**SALARY** \$24.44 - \$39.12/hour**EMPLOYMENT TYPE** Part-Time**HR ANALYST** Roderick Howard II**WORK LOCATION** Baltimore City**GRADE****Cookie Policy**

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LOCATION OF POSITION**Accept****Dismiss**

MDH/Prevention and Health Promotion Administration, Maternal and Child Health Bureau, Baltimore, Maryland

Main Purpose Of Job

Through the Statewide Integrated Health Improvement Strategy (SIHIS), Maryland will be focusing on three population health priority areas: 1) Diabetes; 2) Opioids; and, 3) Maternal and Child Health. Within Maternal and Child Health, Maryland will focus on improving severe maternal morbidity rates and asthma-related emergency department visits, as well as on decreasing disparities, by the year 2026.

This position will lead and oversee MCH SIHIS activities, in order to address disparities in maternal health and asthma-related ED visits. This position will conduct a variety of analytic, administrative, and coordinative tasks. This position will sit within the Maternal and Child Health Bureau (MCHB) and the Maryland Department of Health (MDH)'s Prevention and Health Promotion Administration (PHPA). Additionally, this position will serve as a liaison with the Bureau of Environmental Health, while managing several programs to improve maternal and child health.

This position will conduct policy and programmatic analysis; oversee the grants and procurement process; conduct literature review and analysis; and, prepare presentations. Furthermore, this position will facilitate various workgroups and collaboratives, in addition to supporting the coordination, research, analysis, review, and revision of various workstreams and project tasks. Finally, this position will help develop opportunities for the Bureau to align its work on equity and anti-racism.

MINIMUM QUALIFICATIONS

Education: A Bachelor's degree from an accredited college or university.

Experience: Two years of experience evaluating, analyzing, researching, and developing health care services, policies and programs. **Grants:** Grants use cookies to enable functionality, analyze visitor traffic, and deliver a better user experience. By clicking 'Accept' below or continuing to use this website, you agree to accept cookies on this browser. For more information, please review our [Cookie Policy](#).

Notes:

1. A Master's degree in Health Sciences, Health Care Administration, Public Health, Public Policy, or a closely related field may be substituted for one year of the required experience. **Accept** **Dismiss**

2. A PhD in Health Sciences, Health Care Administration, Public Health, Public Policy, or a closely related field may be substituted for the required experience.

DESIRED OR PREFERRED QUALIFICATIONS

The desired candidate should have professional experience in the Maternal Child Health field, especially with improving maternal health and equity. He/she should also have experience with project and performance management, along with experience developing grants.

Furthermore, the desired candidate should have experience with public health administration and strategic planning. Finally, the desired candidate should have at least a Master's degree in Public Health.

LICENSES, REGISTRATIONS AND CERTIFICATIONS

Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SELECTION PROCESS

Applicants who meet the minimum (and selective) qualifications will be included in further evaluation. The evaluation may be a rating of your application, based on your education, training and experience, as they relate to the requirements of the position. Therefore, it is essential that you provide complete and accurate information on your application.

Please report all related education, experience, dates, and hours of work. Clearly indicate your college degree and major on your application, if applicable. For education obtained outside the U.S., any job offer will be contingent on the candidate providing an evaluation for equivalency by a foreign credential evaluation service prior to starting employment (and may be requested prior to interview).

Complete applications must be submitted by the closing date. Information submitted after this date will not be added.

Incorrect application forms will not be accepted. Resumes will not be accepted in lieu of a completed application.

Candidates may remain on the certified eligible list for a period of at least one year. The resulting certified eligible list for this recruitment may be used for similar positions in this, or other, State agencies.

BENEFITS

Contractual employees who work for an agency covered under the State Employee and Retiree Health and Welfare Benefits Program, have a current employment contract, and work 30 or more hours a week (or on average 130 hours per month) may be eligible for subsidized health benefits coverage for themselves and their dependents. As a contractual employee, you will be responsible for paying 25% of the premiums for your medical and prescription coverage, including any eligible dependents you have enrolled. The State of Maryland will subsidize the remaining 75% of the cost for these benefits.

You can also elect to enroll in dental coverage, accidental death and dismemberment insurance, and life insurance, but will be responsible to pay the full premium for these benefits.

Leave may be granted to a contractual employee who has worked 120 days in a 12-month period. This leave accrues at a rate of one hour for every 30 hours worked, not to exceed 40 hours per calendar year.

FURTHER INSTRUCTIONS

Online applications are highly recommended. However, if you are unable to apply online, the paper application (and supplemental questionnaire) may be submitted to MDH, Recruitment and Selection Division, 201 W. Preston St., Room 114-B, Baltimore, MD 21201. Paper application materials must be received by 5 pm, close of business, on the closing date for the recruitment, no postmarks will be accepted.

If additional information is required, the preferred method is to upload. If you are unable to upload, please fax the requested information to 410-333-5689. Only additional materials which are required will be accepted for this recruitment. All additional information must be received by the closing date and time. **Accept** **Dismiss**

For questions regarding this recruitment, please contact the MDH Recruitment and Selection Division, at 410-767-1251.

If you are having difficulty with your user account or have general questions about the online application system, please contact the MD Department of Budget and Management, Recruitment and Examination Division, at 410-767-4850 or Application.Help@maryland.gov.

Appropriate accommodations for individuals with disabilities are available upon request by calling: 410-767-1251 or MD TTY Relay Service, at 1-800-735-2258.

We thank our Veterans for their service to our country.

People with disabilities and bilingual candidates are encouraged to apply.

As an equal opportunity employer, Maryland is committed to recruitment, retaining and promoting employees who are reflective of the State's diversity.

45 Calvert Street, Annapolis, MD 21401

300-301 West Preston Street, Baltimore, MD 21201

Toll Free (800) 705-3493

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