



Vacancy Announcement: Director, Black Maternal Health Program

Location: San Diego, California

Open Date: 12/14/2022

Global Communities works at the intersection of humanitarian assistance, sustainable development, and financial inclusion to save lives, advance equity and secure strong futures. We support communities at the forefront of their own development in more than 35 countries, partnering with local leaders, governments, civil society, and the private sector to achieve a shared vision of a more just, prosperous, and equitable global community.

The Director of Black Maternal Health (BMH) ensures the achievement of BMH project objectives, and effective, transparent and ethical management of financial and human resources. The Director provides supervision and strategic guidance to the BMH project team; liaises with partners, donors and other government and non-governmental organizations in their region; facilitates the formation of key relationships and partnerships; provides ultimate oversight of financial management systems and approves key budget decisions for the BMH project. They are responsible for supervision of project monitoring and evaluation activities and lead report writing for project funders. This position is based in San Diego, California and is contingent upon award of a competitive contract.

Responsibility Area: Leadership & Visibility (10%)

- Facilitate cross-program linkages and planning to maximize synergy and impact. The Program Director will be expected to work not only for the BMH project but within the context of Global Communities' other locally implemented programs to achieve collective impact and maximize community visibility.
- Actively participate in the identification and pursuit of public and private new business development opportunities
- Build partnerships that advance Global Communities' programmatic and organizational interests for potential joint, collaborative initiatives and resource mobilization
- Increase visibility of GCs local initiatives within GC and among external partners, through participation, story sharing, attendance and presentation at conferences, and development of marketing materials
- Remain knowledgeable of County funding priorities and resources to actively pursue funding based on stated strategic priorities.
- Works with staff and subcontract recipients to ensure optimal programmatic quality and ethical management of financial and human resources

Responsibility Area: Strategic Leadership of Black Maternal Health (BMH) (60%)

- Oversee the delivery of BMH project activities, including developing strategies and setting targets for implementing perinatal health programming across multiple funding sources
- Achieve peak performance for success, including exceeding targets for performance measures, such as target indicators for client enrollment, health outcomes, and other indicators
- Manage project start-up and close-out processes in collaboration with Program Support Teams, field leadership, and other HQ functions
- Provide strategic guidance, supervision, and growth opportunities for BMH staff (incl. training, feedback, performance appraisal) to ensure achievement of workplan activities on time, on scope, and on budget

Responsibility Area: Reporting (20%)

- Lead & deliver activities needed for successful completion of narrative and aggregate reports, such as receiving and responding to funder reporting requirements, generating report content, and reviewing and submitting numeric data
- Lead the drafting and/or review of technical reports, including donor reports, project or study briefs, or other dissemination products to ensure stakeholder accountability, to promote learning, and enhance visibility of GC efforts
- Collaborate with GC's HQ Monitoring, Evaluation, Learning & Impact (MELI) team, IT staff, and other relevant parties

Responsibility Area: Administrative and Finance Management (10%)

- Ensure optimal budget decision making and implementation through direct financial oversight of BMH and associated budgets] focusing on adherence to budget projections and compliance with the office approval matrix
- Ensure compliance with federal, state and local guidelines, including public health directives and HIPAA
- Ensure successful completion of activities associated with BMH sub-awards
- Collaborate with the Finance Director to ensure proper fiscal management of grant funds

Position Special Responsibilities:

- Supervision of project staff
- Must be available for occasional travel within California and the U.S.
- Must have reliable transportation for regular travel around San Diego County.
- Promote a culture of excellence, inclusion, learning, support, diversity and innovation

Knowledge, Skills and Abilities

- The ideal candidate will possess socio-cultural experiences comparable to the populations served, along with knowledge and respect of the values and beliefs of African American women and communities
- Knowledge of women's health, monitoring & evaluation, budget management, and local community and social service resources
- Specialized training in perinatal health (childbirth, doula, lactation) education, or fluency in data analysis, is a plus
- Able to lead a team of diverse staff members
- Detail-oriented with strong communication, presentation, and interpersonal skills

Qualifications

- Undergraduate degree in a related discipline and a minimum of 8 years of related work experience or a minimum of 12 years of related work experience.
- Master's degree or higher in a related field is preferred
- Experience in health, psychology, child development, or non-profit management field is required, including at least 5 years supervising others
- Demonstrated experience with budget development and oversight is required
- Experience with data analysis and database management is preferred
- Fluent in English (read, write, speak) is required, second languages are a plus.
- Experience and strong skills in public speaking

- Proven experience in fundraising and cultivating relationships with private, public and other large donors
- Experience managing a diverse team
- Strong writing and communication skills, including documentation of program results, case studies and marketing/positioning materials; funding proposals; and donor reports
- A passion for the mission and values of Global Communities

Global Communities is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment, without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.

Global Communities holds strict safeguarding principles and has a zero-tolerance policy for conduct of sexual exploitation, abuse, and harassment. In the process of recruitment, selection, and appointment, Global Communities will conduct robust reference and background screening checks, including international vetting as a signature of the Global Misconduct Disclosure Scheme to ensure children and vulnerable adults are safeguarded, and abuse is prevented. The incumbent is required to carry out their duties in accordance with Global Communities Safeguarding policy and the Standards of Conduct.

NOTE:

As an organization working to advance public health, Global Communities has an obligation to model best practices and to do all we can to protect each other, our partners and the communities where we work. To ensure the continuity and effectiveness of our business operations, Global Communities is adopting a policy to safeguard the health of our visitors, employees, families, and the larger global community from COVID-19. Effective January 3, 2022, all U.S.-based Global Communities employees are required to provide proof of having received full dosage of COVID-19 vaccine that is FDA approved, approved for emergency use authorization, or have an approved medical or religious exemption on file with Global Communities, as a condition of employment.

Apply at: <https://globalcommunities.org/join-us/careers/>