



HEALTH PROGRAM SUPERVISOR

This exempt position will provide oversight of the diabetes treatment/prevention programs as well as other health promotion programs and staff. This position is located in Minneapolis, MN.

ESSENTIAL FUNCTIONS:

- Will supervise and coordinate the daily activities of the Health Program staff
- Manage and oversee the health program development, implementation and evaluation including Health Care Home Certification
- Responsible for staff development and other tasks associated with managing personnel
- Program Coordinator for ADA Education Recognition Program and Diabetes Prevention Program
- Responsible for fiscal management of health program budget
- Responsible for grant writing and reporting
- Assists in meeting regulatory standards regarding nutrition and health education

QUALIFICATIONS:

- Minnesota Licensure as an RN, Registered Dietitian, CHES or Master's in Public Health
- Quality Improvement experience preferred
- 2 plus years of experience providing care coordination and or related disease health education in an ambulatory environment
- Willing and able to work some evenings/weekends
- Previous supervisory and grant reporting experience
- Excellent communication skills: verbal, written and computer skills
- Valid and current driver's license

Send resume and cover letter to:

HR Dept.

Indian Health Board

1315 E. 24th street

Minneapolis, MN 55404

Email: cfields@ihb-mpls.org

Fax: 612-721-7870

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EEO/AA Employer