

April 19, 2021 | 12:26 pm

**COVID-19 Updates**

COVID-19 is still spreading, even as the vaccine is here. Wear a mask, social distance and stay up to date on New York State's vaccination program.

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**Review Vacancy**

**Date Posted:** 04/09/21  
**Applications Due:** 05/10/21  
**Vacancy ID:** 85842

**Position Information**

<b>Agency</b>	Health, Department of
<b>Title</b>	Health Program Director 3 - 32172
<b>Occupational Category</b>	Administrative or General Management
<b>Salary Grade</b>	NS
<b>Bargaining Unit</b>	M/C - Management / Confidential (Unrepresented)
<b>Salary Range</b>	From \$135179 to \$170030 Annually
<b>Employment Type</b>	Full-Time
<b>Appointment Type</b>	Temporary
<b>Jurisdictional Class</b>	Exempt Class
<b>Travel Percentage</b>	20%

**Schedule**

<b>Workweek</b>	Mon-Fri
<b>Hours Per Week</b>	37.5

**Workday**

<b>From</b>	9 AM
<b>To</b>	5 PM
<b>Flextime allowed?</b>	No
<b>Mandatory overtime?</b>	No
<b>Compressed workweek allowed?</b>	No
<b>Telecommuting allowed?</b>	No

**Location**

<b>County</b>	Albany
<b>Street Address</b>	Center for Community Health Empire State Plaza, Corning Tower
<b>City</b>	Albany
<b>State</b>	NY
<b>Zip Code</b>	12237

**Job Specifics**

<b>Minimum Qualifications</b>	<p>A Bachelor's degree and nine (9) years* of professional level work experience, four (4) of which must have included managerial, decision-making, and/or oversight responsibilities for a major health-related program or in the direction of a major administrative function of a large health-related organization.</p> <p>*MD or PhD may substitute for two (2) years of the general experience. JD or Master's degree may substitute for one (1) year of the general experience.</p> <p>Preferred Qualifications:</p> <p>Preferred candidates will have extensive experience with: the NYS budget and legislative process, ability to develop, organize and direct large, multi-component public health program(s) which includes oversight of multiple fund sources; implementing and evaluating evidence-based public health practice in maternal and child health, chronic disease prevention, nutrition and/or communicable disease control; policy development implementation and evaluation; experience managing the delivery of services in the community in a large clinical or community-based program. The preferred candidate will have experience addressing issues pertaining to disparities in health equity in public health, including experience working with historically marginalized communities, and the potential associated impacts on health and health outcomes. Preferred candidates will have exceptional and demonstrated leadership, organizational, analytical, and written/verbal communication skills including presenting in public forms.</p>
<b>Duties Description</b>	<p>The Health Program Director 3 (HPD3) will report to the Director of the Office of Public Health and serve as the Director of the Center for Community Health (CCH) providing strategic vision and leadership for the Center. The CCH Director oversees the management and direction of approximately 1,000 staff and over \$1.5 billion in state and federal funding. The Center is made up of four large Divisions including the Division of Chronic Disease Prevention, the Division of Epidemiology, the Division of Nutrition, and the Division of Family Health, and oversees a unit focusing on Contact Tracing for COVID-19. Specific duties include, but are not limited to: direct supervision of leadership staff in the Divisions and the CCH Office; oversight of CCH operations including staff recruitment, development of state and federal budget proposals, development of a CCH policy agenda, oversight of program development and evaluation, and coordination of CCH's pandemic response activities related to COVID-19. Duties also include the development of State-of-the-State proposals and other policies and initiatives; deploying resources according to priority needs; working collaboratively with Department Executive Staff as well as other programs and offices on cross agency functions and emergency response; maintaining compliance with applicable state and federal laws and regulations; oversight of program specific Advisory Boards/Committees; collaborative management of information technology in cooperation with the Information Technology Services (ITS) agency and contractors; building and supporting CCH's public health workforce by overseeing recruitment and retention of critical leadership positions; and oversight of services provided to organizations, facilities and the public.</p>

<b>Additional Comments</b>	Exempt, full-time. Evening and weekend hours required. Occasional travel, including to areas that may not be served by public transportation is required (20%).
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Some positions may require additional credentials or a background check to verify your identity.

#### Contact Information

<b>Name</b>	Human Resources Management Group, EGB/32172/DCCH
<b>Telephone</b>	518-486-1812
<b>Fax</b>	518-473-3395
<b>Email Address</b>	resume@health.state.ny.us

#### Address

<b>Street</b>	Room 2217, Corning Tower Building Empire State Plaza
<b>City</b>	Albany
<b>State</b>	NY
<b>Zip Code</b>	12237

<b>Notes on Applying</b>	Submit resume and cover letter, preferably in PDF format, to resume@health.ny.gov, or by fax to (518) 473-3395 with the reference code EGB/32172/DCCH included in the subject line of your email or fax, or by regular mail to Human Resources Management Group, EGB/32172/DCCH, Room 2217, Corning Tower, Empire State Plaza, Albany, NY 12237. Resumes accepted until position is filled.
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