

## Public Health Program Director Office of Informatics and Analytics Nashville, TN

### Who we are and how we impact Tennessee:

TDH incorporates our values into the work we do each day to achieve our mission, live our vision and address our two strategic priorities of prevention and access.

### Mission:

Protect, promote, and improve the health and prosperity of people in Tennessee.

### Vision:

- Healthy People
- Healthy Communities
- Healthy Tennessee

### Our Values:

- Collaboration
- Excellence
- Integrity
- Compassion
- Respect
- Health Equity

### Strategic Priorities:

#### Prevention:

- Support Local Leadership
- Decrease Youth Obesity
- Decrease Tobacco Use
- Decrease Substance Misuse
- Prevent and Mitigate Adverse Childhood Experiences

#### Access:

- Optimize Internal Clinical Efficiency
- Improve External Primary Care Access
- Leverage Innovation
- Expand Partnerships

[TN State Careers](#)

### Job Overview:

The Tennessee Department of Health (TDH) is currently recruiting a Public Health Program Director 2 position to support the administrative implementation of TDH's Data Modernization efforts as a part of the Office of Informatics and Analytics (OIA). This position will directly support OIA's Data Modernization work with regards to workforce development, program administration and departmental coordination, and associated grant, contract, and resource management.

This position will work closely with other members of OIA including the administrative, core informatics, advanced analytics and visualization, and data governance teams, as well as with various TDH divisions and programs, including with Information Technology staff. This position will be directly responsible for supporting the Chief Public Health Officer and Director of Data Governance in coordinating Data Modernization activities, supporting the administration of a TDH Data Council, administration of related contracts, and development and implementation of a informatics workforce development program.

*Salary:* Minimum starting rate of \$3534 per month, negotiable, and depending on qualifications.

### Key Responsibilities:

- Oversee the design and implementation of a workforce development program for and offered by OIA focused on data science and informatics.
- Oversee data modernization related contracts supporting assessment and recommendation delivery for workforce development, systems and interoperability, and data governance.
- Aid in the coordination and management of data modernization related projects.
- Oversee informatics and data governance related grant management activities.
- Coordination of OIA data modernization initiatives with other TDH Divisions, Programs, and Offices.
- Support OIA strategic planning administration and management.
- Provide support to OIA leadership team and administrative services.
- With this position, there is the potential for presentation and public speaking opportunities. OIA staff will assist with emergency response situations when necessary and as directed.

**Minimum Requirements:***Education and Experience:*

Graduation from an accredited college or university with at least a bachelor's degree and experience equivalent to substantial (five or more years of) full-time increasingly responsible professional public health program work including, at least, two years of full-time supervisory work or statewide program oversight. Required experience includes at least 2 years of grant management, contract management, and finance management. Experience and proficiency using Microsoft Office products, including MS Word, PowerPoint, Excel, Power Point, and SharePoint are required.

Substitution of Education for Experience: Additional graduate coursework in a business or health related field may be substituted, on a year-for-year basis, for one year of the required nonsupervisory experience.

*Preferred Qualifications:*

Ideal candidates would be action oriented, customer focused, able to delegate, able to direct and motivate others, be organized, able to demonstrate independent and team problem solving, able to demonstrate professional written and oral communication skills.

**To apply:**

Please send Resume and CV to Jaime Herriott at [Jaime.M.Herriott@tn.gov](mailto:Jaime.M.Herriott@tn.gov)

*Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.*