POSITION: The Tennessee Department of Health (TDH) is hiring a Public Health Program Director to serve as the TDH Opioid Response Coordinator. We seek a self-motivated, organized, dedicated and trusted individual to help address one of the greatest health crises in our generation. The Response Coordinator will ensure effective and efficient integration and management of the Department’s strategic initiatives to combat the opioid epidemic. This position is an executive service position that requires emergency response experience and strong leadership skills.

RESPONSIBILITIES:
The ideal candidate will work with minimal supervision and a team approach to accomplish the following objectives:

- Ensure a coordinated, cohesive, and comprehensive response using the TDH strategic map as a framework.
- Monitor progress towards objectives, maintain a cadence of accountability, prepare and review situational reports and incident action plans.
- Improve execution of activities by coaching responders through identifying goals, activities, process measures, outcome measures and scorecards.
- Meet frequently with each of the more than 10 divisions, offices and programs throughout TDH to maintain situational awareness of all TDH activities related to the opioid epidemic.
- Identify complementary activities within TDH and connect staff to improve service delivery and communication and to reduce duplication.
- Coordinate activities among and provide technical assistance to the TDH central office, 7 TDH rural regional offices, and 6 independent metropolitan health departments. Stay abreast of their activities, identify opportunities for collaboration and promote a common operating picture.
- Serve as a trusted source of information and respond to opioid-related inquiries from public health staff and the public.
- Assist in writing narratives, work plans and budgets for grants/cooperative agreements, applications and associated updates/progress reports.

QUALIFICATIONS REQUIRED:

- Bachelor's degree or higher in a health-related or management field
- 4 years of full-time increasingly responsible professional experience
- Strong written and oral communication skills (grant/report writing, presentations, correspondence)
- Experience in complex managing projects
- Experience building and leading teams and partnerships
- Knowledge of emergency preparedness and response activities
QUALIFICATIONS DESIRED:

- Master's degree in a health-related or management field
- Understanding of the role of public health in the current epidemic of opioid misuse and abuse
- Experience working with grants and contracts
- Experience in coordination of emergency response activities
- Experience with continuous quality improvement
- Experience developing contracts, budgets and determining allocations

SALARY:

Salary is based on education and experience with a minimum starting salary of $4,327 per month. No relocation assistance is available. The State of Tennessee offers employees a comprehensive benefits package which includes medical, dental, vision and life insurance. For more information on this package, visit [http://www.tn.gov/hr/topic/benefits](http://www.tn.gov/hr/topic/benefits). The State of Tennessee is an equal opportunity, equal access and affirmative action employer.

HOW TO APPLY:

This is an executive service position and will remain open until filled. Interested applicants should submit a cover letter, resume and contact information for three professional references to:

Rendi Murphree, MS, PhD
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3rd Floor, Andrew Johnson Tower
710 James Robertson Parkway
Nashville, TN 37243
Rendi.Murphree@tn.gov
615-253-1365

Our Mission is “To protect, promote and improve the health and prosperity of people in Tennessee.” TDH has facilities in all 95 counties and provides direct services for more than one in five Tennesseans annually as well as indirect services for each citizen in the state including: emergency response to health threats, licensure of health professionals, regulation of health care facilities, and inspection of food service establishments. In this context, TDH is serving as the convener for healthcare stakeholders to create common ground to collaboratively turn the tide on opioid abuse.