

## **Program Manager: COVID Vaccination and HIV Retention**

Applicant will fulfill an evolving role as Program Manager at CrescentCare. Initially, they will oversee the planning, organization, and distribution of approved vaccinations for COVID-19. Applicant will work with key agency stakeholders and coordinate with regional & statewide departments of health to ensure a smooth operation, in line with CDC guidance for vaccine deployment. As vaccine deployment becomes operationalized within the agency (estimated 6-12 months), applicant will begin to transition to their more permanent role as HIV Retention Program Manager. Here, applicant will similarly engage with key agency stakeholders & the Office of Health Policy for New Orleans, to build and maintain a sustainable program for HIV Retention at CrescentCare.

### **Initial Role: COVID-19 Vaccine Deployment**

- Operations & Management
- Follow-up and Quality Assurance
- Local/Statewide Coordination
- Vaccine distribution go-live, & beyond

### **Permanent Role: HIV Retention Program Manager**

- Overall goal for this role: develop, oversee, and sustain a program to keep clients living with HIV engaged in continuous & long-term high-quality medical care as well as re-engage our patients who are no longer in care
- Preparation for role
- Multidisciplinary collaboration

### **Position Requirements**

- Minimum of 2 years of experience working in public health/systems of care, or related field with People Living with HIV (PLWH)
- 2 years of experience working with electronic health record(s) & data system(s) to implement and/or monitor quality initiatives, coordinate care across medical and social disciplines, or related projects
- Federal criminal background check
- 40 hours of work per week

### **Education Requirements**

- Masters Degree in Public Health, Health Systems Management, Social Work, or related field and at least 3 years of experience of work after graduation
- If hired, documented proof of highest level of education completed must be delivered on first day of employment

### **Preferred Qualifications**

- Experience as a program manager
- Fluent in written and spoken Spanish
- Federally Qualified Health Center (FQHC) experience
- Experience working with the LGBTQ community

## Why CrescentCare?

Our mission is to offer comprehensive health and wellness services to the community, to advocate empowerment, to safeguard the rights and dignity of individuals, and to provide for an enlightened public. We offer a broad range of health and wellness services for anyone and everyone who is seeking healthcare services in Greater New Orleans and Southeastern Louisiana.

CrescentCare is a culturally humble health care facility that welcomes all in the community; however, we want to make a strong statement to the New Orleans community (and communities across America) that Black Lives Matter to us.

<https://crescentcarehealth.org/black-lives-matter>

## What We Do for Our Clients

Primary Health Care • Pediatrics • Dentistry • Gender Clinic • Behavioral Health • Addiction Recovery  
Case Management • Nutrition Programs • Medicaid/Insurance Enrollment • Legal Services  
Food and Housing Assistance • Smoking Cessation • Syringe Access Program  
Advocacy, Outreach, Education • HIV/Hep. C/STI Testing and Prevention • COVID-19 Screening

## Our Offer to You: An Extensive Benefits Package

- All Employees are W-2 Status
- Employer Paid Benefits: Dental, Employee Wellness, Employee Assistance Program, Life Insurance
- 11 Paid Holidays, in addition to Vacation and Sick Days
- Medical Insurance (Two Plan Options)
- Vision Insurance
- Long-Term Disability
- Short-Term Disability
- 401(k) Plan – 1.5% Employer Contribution; additional Employer match with Employee Contribution
- Discount Programs

\*No Relocation Package Available

\*No Work Visa Sponsorship Available

**If interested in being considered for this position, you must apply on the CrescentCare website using the following link:**

<https://crescentcarehealth.org/contact/join-our-team/>

*We are an Equal Opportunity Employer and do not discriminate against employees or applicants on the basis of race, color, national origin, ethnicity, citizenship status, religion, age, gender identification, pregnancy, marital or familial status, gender or sexual orientation, veteran or military status, physical or mental disability, genetic information, or on the basis of any other status protected by law, and in compliance with applicable federal, state and local laws.*