Home Visiting Implementation Specialist - (22000DS7)

Description

The Department of Public Health (DPH) is hiring a full-time Home Visiting Implementation Specialist for the Massachusetts Maternal, Infant, and Early Childhood Home Visiting Initiative (MA MIECHV). MA MIECHV is seeking a dynamic, self-motivated, and strategic individual to support the implementation of home-visiting programs for pregnant and parenting families, such as Welcome Family and the Early Intervention Parenting Partnerships Program (EIPP). The goals of MA MIECHV are to 1) strengthen and improve the programs and activities carried out under Title V of the Social Security Act; 2) improve coordination of services within priority communities, and 3) identify and provide comprehensive services to improve outcomes for eligible families living in priority communities. Primary responsibilities include program management, implementation support, subrecipient monitoring, reporting, quality improvement, fiscal sustainability, and strategic collaborations within and outside of DPH. The Home Visiting Implementation Specialist will participate in and/or coordinate special projects to support program planning, innovations, building infrastructure to support program implementation and collaborations across home visiting programs as needed.

Duties and Responsibilities (these duties are a general summary and not all-inclusive):

- Collaborate with partners to support the implementation of DPIE home visiting programs for pregnant and parenting families that are racially equitable, trauma-informed/healing-centered, and community-driven.
Serve as the point of contact for local contracted agencies to provide technical assistance and support, monitor performance, and ensure compliance with program requirements.

Develop and maintain tools to standardize program implementation processes and procedures to ensure success and model fidelity.

Establish action plans with local contracted agencies to address concerns with program performance.

Collaborate to prepare the content of grant applications, reports, funding announcements, budgets, contracts, and other project-related materials, ensuring timely submission and adherence to federal and state requirements.

Review and support the use of quantitative and qualitative data (e.g., performance measures, evaluation data, family feedback) to drive decision-making and inform program innovations and improvements.

Coordinate and facilitate meetings with state and local partners, such as provider meetings, learning collaboratives, and advisory committees.

Participate in and/or coordinate special projects to support state collaborations, program planning, innovations, and building infrastructure to support program implementation, as needed.

Support sustainability efforts, exploring payment and reimbursement options for the fiscal sustainability of the programs – and facilitate program expansion within communities and across the state.

Actively pursue professional development opportunities in the Maternal Child Health core competencies, racial equity, quality improvement, leadership, and other areas related to job duties.

**Required Qualifications:**

- Exceptional writing skills with experience in grant writing and fulfilling grant reporting requirements.
- Strong communication skills including listening, and communicating in a respective, clear, and concise manner with colleagues, supervisors, and diverse audiences and stakeholders at national, state, and community levels.
- Capacity to effectively plan and facilitate meetings, discussions, and forums.
- Ability to lead collaborative projects, and address conflict respectfully and effectively to complete job requirements.
- Ability to maintain accurate records.
- Capacity to analyze quantitative and qualitative data to compile reports, inform program development, and develop program recommendations.
- Ability to work both independently and on a team.
- Demonstrated capacity to exercise discretion in handling confidential information.
- Ability to coordinate the efforts of others in accomplishing assigned work objectives.

**Preferred Qualifications:**

- Proven coordination, communication, strategic planning, and interpersonal skills including the ability to effectively engage stakeholders in challenging or deadline-oriented situations.
- Experience with program implementation, design, and monitoring, especially of home visiting programs.
- Understanding of and commitment to eliminating institutional and structural racism and an ability to apply racial equity frameworks and principles to programs and policies.
- Experience with grant writing, preparation, submission, and ongoing monitoring and reporting.
- Experience working with community-based organizations.
Experience with planning and implementing Continuous Quality Improvement (CQI) initiatives.
Capacity to analyze quantitative and qualitative data to compile reports, inform program development and develop program recommendations and communicate with stakeholders.
Understanding of and experience applying Public Health Frameworks including Life Course Model, Social Determinants of Health, Core Public Health Functions, Healthy, and Racial Equity, and Trauma-informed/Healing Centered Systems of Care to Maternal Child Health (MCH) populations and programs.

**Agency Mission:**

The mission of the Massachusetts Department of Public Health (DPH) is to prevent illness, injury, and premature death, to assure access to high-quality public health and healthcare services, and to promote wellness and health equity for all people in the Commonwealth.

We envision a Commonwealth in which all people enjoy optimal health. Massachusetts ranks among the healthiest of states according to comparative analyses, but we face numerous challenges, including chronic and infectious diseases, substance abuse, violence, preventable hospitalizations, and health disparities.

DPH coordinates programs and policies to address specific diseases and conditions and offers services to address the needs of vulnerable populations. We also develop, implement, promote, and enforce regulations and policies to assure that the conditions under which people live are most conducive to health and enable people to make healthy choices for themselves and their families. We license health professionals, healthcare facilities, and a variety of businesses that impact public health. We operate the state laboratory and four public health hospitals. We monitor health status and manage vital records including births, marriages, and deaths. We educate people about public health issues and work closely with local boards of health and community partners to identify and solve public health problems.

**Learn more about our important work:**


**Pre-Hire Process:**

A criminal background check will be completed on the recommended candidate as required by the regulations set forth by the Executive Office of Health and Human Services prior to the candidate being hired. For more information, please visit [http://www.mass.gov/hhs/cori](http://www.mass.gov/hhs/cori)

Education, licensure and certifications will be verified in accordance with the Human Resources Division’s Hiring Guidelines.

Education and license/certification information provided by the selected candidate(s) is subject to the Massachusetts Public Record Law and may be published on the Commonwealth’s website.

If you require assistance with the application/interview process and would like to request an ADA accommodation, please click on the link and complete the Reasonable Accommodation Online Request Form

For questions regarding this requisition, please contact the Executive Office of Health and Human Services Human Resources at 1-800-510-4122 Ext. #2
Qualifications

First consideration will be given to those applicants that apply within the first 14 days.

Minimum Entrance Requirements:

Applicants must have at least (A) three years of full-time, or equivalent part-time, professional or paraprofessional experience in social work, social casework, health care administration, public health program administration, hospital administration, or in program administration or program management, and (B) of which at least one year must have been in a professional capacity, or (C) any equivalent combination of the required experience and the substitutions below.

Substitutions:

I. A Bachelor's degree with a major in social work, health care administration, hospital administration, public health or health services administration may be substituted for a maximum of two years of the required (A) experience.*

II. A Graduate degree with a major in social work, health care administration, hospital administration, public health or health services administration may be substituted for the required experience.*

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

Special Requirements: Based on assignment, possession of a current and valid Massachusetts Motor Vehicle Operator's License.

Comprehensive Benefits

When you embark on a career with the Commonwealth, you are offered an outstanding suite of employee benefits that add to the overall value of your compensation package. We take pride in providing a work experience that supports you, your loved ones, and your future.

Want the specifics? Explore our Employee Benefits and Rewards!

Executive Order #595: As a condition of employment, successful applicants will be required to have received COVID-19 vaccination or an approved exemption as of their start date. Details relating to demonstrating compliance with this requirement will be provided to applicants selected for employment. Applicants who receive an offer of employment who can provide documentation that the vaccine is medically contraindicated or who object to vaccination due to a sincerely held religious belief may make a request for exemption.

An Equal Opportunity / Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.

The Commonwealth is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity or expression, sexual orientation, age, disability, national origin, veteran status, or any other basis covered by appropriate law. Research suggests that qualified women, Black, Indigenous, and Persons of Color (BIPOC) may self-select out of opportunities if they don't meet 100% of the job requirements. We encourage individuals who believe they have the skills necessary to thrive to apply for this role.

Official Title: Human Services Prog Planner II
Primary Location: United States-Massachusetts-Boston-250 Washington Street

Agency: Department of Public Health

Schedule: Full-time

Shift: Day

Posting Date: Nov 22, 2022

Number of Openings: 1

Salary: 59,650.50 - 86,840.26 Yearly

If you have Diversity, Affirmative Action or Equal Employment Opportunity questions or need a Reasonable Accommodation, please contact Diversity Officer / ADA Coordinator: Winston Pierre/Winston.pierre@mass.gov - 8573197225

Bargaining Unit: 09-MOSES - Engineers/Scientists

Confidential: No

Hybrid Work Eligible: Yes