

NHPHA Workforce Development Coordinator

Workforce Development Coordinator - New Hampshire Public Health Association Rising Stars Program

New Hampshire Public Health Association

The New Hampshire Public Health Association is a member driven organization that champions public health policy and practice, enriches the workforce and inspires leaders to improve the public's health.

The New Hampshire Public Health Association is seeking a part-time (20 hours per week) Workforce Development Coordinator to coordinate and expand its continuing education offerings and the Rising Stars Initiative to connect public health students, young professionals and employers through recruitment, job fairs, internship and mentoring programs. This is a one-year grant funded position with potential to continue beyond the first year. Duties include developing and coordinating: public health webinars; student intern and mentoring programs; recruitment opportunities for public health professionals; and the Rising Stars Advisory Committee.

This is an exciting opportunity for a self-motivated, creative professional to make strong connections in the field of public health in New Hampshire. Hours are flexible.

Requirements:

This position requires a Bachelor's degree in Public Health, Human Services, Communications, Education or other relevant disciplines and at least two (2) years professional experience in program coordination. The ideal candidate will possess strong organizational, people, writing and communication skills and experience in developing and managing educational events, web content and webinars.

Equal Opportunity Employer

How to Apply:

Please send a resume, cover letter and contact information for three references to info@nhpha.org

Job Location:

Downtown Concord/Flexibility to work remotely

Closing Date:

January 24, 2018