



Job Title: Project Manager of Youth-Friendly Services

Posting Date: June 1, 2017

Work Location: Austin, Texas

The Texas Campaign to Prevent Teen Pregnancy is a non-partisan, non-profit organization established in 2009 and dedicated to the prevention of teen pregnancy in Texas. We are focused on creating a constructive dialogue and effective on-the ground strategies around teen pregnancy prevention and adolescent sexual health.

Position Summary:

This position will be responsible for our Texas Youth Friendly Initiative (TYFI). Its aim is to increase Texas health centers' capacity to provide youth-friendly health services through an innovative learning collaborative and certification program. The Project Manager will oversee all the administrative, development and programmatic aspects.

Roles and responsibilities:

1. Collaborates with the Project Director, CEO, Executive Leadership team and experts to ensure the initiative's success.
2. Develops program strategies and oversees implementation.
3. Oversees the daily operation of the project.
4. Tracks and operationalizes the goals and objectives for the success of the program.
5. Ensures that all sites implement youth friendly protocols.
6. Plans, conducts and evaluates project protocols.
7. Tracks, records and reports activities to ensure that progress is being accomplished toward specified objectives and timelines.
8. Leads recruitment, selection, scheduling, and monitoring of healthcare clinic sites
9. Coordinates the preparation and delivery of presentations and marketing/educational materials.
10. Works directly with the community, healthcare clinics, youth groups, and youth-serving partners to oversee the success of program implementation.
11. Prepares and conducts presentations for funders, and at local, statewide and national conferences.
12. Researches and develops reports and other dissemination materials.
13. Performs other duties as assigned.

Qualifications:

1. Minimum of five years of program development, direct management and supervisory experience in a Public Health, Social Services, Health Education or related services
2. Degree in Social Services, Public Health or related field
3. Experience working with diverse communities across Texas
4. Spanish/Bilingual strongly preferred
5. Experience working in family planning/reproductive health care services
6. Experience training and providing technical assistance to healthcare providers
7. Excellent writing and research abilities
8. High degree of initiative and ability to work independently
9. Knowledge and experience of adolescent health, youth-friendly services, teen pregnancy prevention, HIV/STD services, or another similar health related topic; working with high risk youth preferred
10. Knowledge and experience of building the capacity of health workers preferred

What We Offer

The Texas Campaign wants you to be passionate about your job and love what you do. We believe this is the foundation for stellar organizational outcomes. Our work environment suits an entrepreneurial spirit – someone who will take ownership of their role, own their work schedule, find fulfillment from a job well done and engage passionately with their work while making a difference. The Texas Campaign sets high standards for our team and we are committed to offering each team member the trust and support to help achieve our collective goals to the highest degree. This includes a flexible schedule – you set your work hours and take the time off you need. Your performance will be judged by outcomes not by the hours punched on the clock. In addition, we offer a solid salary, potential for bonuses and a comprehensive benefits package. While we envision this as a full-time position, we are always open to talking about alternative working arrangements, job sharing and part-time hours with the right candidate.

Application Instructions:

Please submit your resume and tailored cover letter with the job title in the subject box to jobs@txcampaign.org. Please also include your salary expectations. Applications will be accepted on a rolling basis until the position is filled.

Please note that an offer of employment will be subject to the successful completion of a background check. At the Texas Campaign, we know that diversity makes us stronger and challenges us to think differently every day. We are an equal opportunity employer and seek individuals of all backgrounds and sexual orientations to apply to this position.