

Job Title:	ICAN Reproductive Health Training Director	Reports To:	ICAN Principal and Executive Director
Location:		Travel Required:	Some Travel
Level/Salary Range:	DOE	Position Type:	FT
HR Contact:	Claudria Hurt	Date Posted:	12/3/2021
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Applications Accepted By:

Email: careers@alliancechicago.org or Fax: 312.274.0069

Subject Line: ICAN Reproductive Health Training Director

Job Description:

Position Summary: The ICAN Reproductive Health Training Director (RHTD) is responsible for assessing, developing, and delivering virtual and in-person trainings to increase community health center capacity to provide patient-centered, evidence-based contraceptive care, free of financial barrier. The RHTD must have experience engaging front line health care staff via various training modalities with the aim to create a culture where contraceptive needs and desires are routinely screened for and documented via complete and accurate billing and coding for every encounter with a person of reproductive age. The RHTD must have a fundamental understanding of reproductive justice and the role of unconscious bias in the delivery of trauma-informed care for people with fewer resources. The RHTD will be responsible for identifying gaps and capitalizing on assets to support health center staff in providing respectful contraceptive counseling and services for all FDA-approved contraceptive methods.

The RHTD will have significant knowledge about sexual and reproductive health and have a high affinity for using and troubleshooting an online Learning Management System (LMS) and other digital platforms. The RHTD understands provider and patient dynamics including patient experience workflow and ambulatory operational practices within Federally Qualified Health Centers (FQHCs). The RHTD may lead trainings that include train-the-trainer models, didactic seminars in a learning community model, and 1:1 training support for clinical proficiency with outpatient family planning procedures. The RHTD will work with the Director of Financial Performance to refine and deliver billing and coding training and financial screening and benefits enrolment procedures. The RHTD will be skilled at training evaluation and can develop and execute pre and post tests to measure knowledge, knowledge gain, and practice change and have a system for tracking outcomes.

In addition to overseeing training of community health center staff, the RHTD will support ICAN!'s larger workforce development efforts including: training of community health workers, doulas, and home visit nurses to screen for contraceptive needs and desires and connect clients to high-quality clinical providers.

Primary Deliverables:

- 1) By December 2022, working with the Program Director, Principal, and Executive Director, establish and execute tailored training plans for all participating health centers. Must meet or exceed goals for the following:
 - a) 360 health center staff trained on foundational trainings including: Reproductive Justice and Modern, Patient-Centered, Contraceptive Care.
 - b) 90% of trained staff demonstrate established knowledge or knowledge gain.

- 2) By December 2022, working along with the Program Director, Director of Financial Performance and Executive Director, all participating health centers must demonstrate significant, monthly progress in the following:
 - a) Number of contraceptive visits/encounters (new and existing patients).
 - B) Number of patients responding to Patient Reported Experience Measure (PREM) survey.

- 3) By December 2022, working with ICAN's Community Engagement Manager, Director of Community Engagement and Program Director, provide patient-centered contraceptive trainings to a minimum of 120 staff working in the social/public sector (i.e., paraprofessional staff of community based organizations) serving people of reproductive age/maternal-child health population.
- 4) By December 2022 enhance, edit, and refresh curriculum/training tools on ICAN's Learning Management System (LMS). LMS must be user-friendly, message the most salient and up-to-date content, provide CEUs when applicable, and deliver monthly tracking mechanisms to carry out continuous quality improvement and assurance.

Education/Training:

- Prefer active Illinois licensure to practice as an Advanced Practice Registered Nurse or Physician Assistant in women's health. Will consider a master's degree in social sciences/ public health / business administration / non-profit / health administration WITH 5+ years of experience in delivering training in sexual and reproductive health. Experience must include 1+ year working in an ambulatory clinic space.

Experience/Expertise:

- Comprehensive management skills and experience are required including, but not limited to, short and long-term planning, evaluation, project management, directing and motivating healthcare providers, public speaking, and moderate proficiency with technological interfaces. This position requires demonstrated experience in managing and implementing a comprehensive initiative with the competency and ego to do entry-level work to executive functions. Must be nimble and confident in working with diverse learners spanning from youth to executive level.

Other Requirements:

- Demonstrates ability to work independently and finds fulfillment working in an innovative and unknown space with a lean team.
- Demonstrates exceptional written and oral communication skills, carrying out activities in a timely and professional manner with critical thinking and accountability.
- Demonstrates excellent interpersonal skills with a focus on customer service.
- High proficiency with virtual working and training platforms and comfort in using Microsoft Office Professional products (i.e., Outlook, Excel, Word, and PowerPoint)
- Ability to multi-task and work on simultaneous projects with little lead time.
- Ability to travel up to 10% of the time to health centers across Illinois. Must meet all FQHC requirements for vaccinations and health screenings.

Working Conditions:

- General office setting, extensive desk work at computer terminal
- May be required to lift, carry, bend, reach and stand with parcels up to 25 lbs.
- Will work in a multidisciplinary team environment

ORGANIZATIONAL OVERVIEW:

Founded by four partner Community Health Centers in 1997, AllianceChicago's three core areas of focus are Health Care Collaboration, Health Information Technology, and Health Research & Education. AllianceChicago supports the use of HIT to improve quality, efficiency, and access to services in a national network of community Safety Net health care organizations. The mission of AllianceChicago is to improve personal, community, and public health through innovative collaboration.

ADA Statement: The Americans with Disabilities Act prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services.

EEO Statement: AllianceChicago believes that all applicants and employees are entitled to equal employment opportunities and maintains a policy of non-discrimination with respect to religion, color, sex, sexual orientation, national origin, age, veteran status, marital status, physical or mental disability, or any other legally protected class

in accordance with applicable law, except where a bona fide occupational qualification exists. AllianceChicago will comply with all phases of employment including, but not limited to, hiring practices, transfers, promotions, benefits, discipline, and discharge.

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by employees assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel as qualified.