Training Coordinator (9354)

Posting updated to include diversity:

Required Qualifications (Must be mentioned on application/resume):
Master's degree in Public Health, Nursing, Social Work or Education. Minimum of 5 years experience working in adolescent health, preferably in the public health field. Experience planning and conducting trainings and in providing technical assistance. Experience in providing training to diverse audiences, with demonstrated ability to integrate the concept of difference or diversity into the training. Familiarity and/or experience with the public health system.

Duties/Responsibilities
1. Coordinate SAHRC's training activities, including but not limited to the following:
   • Adolescent Development/Youth Development Training-of-Trainers conference.
   • Orientation Training for New State Adolescent Health Coordinators.
   • Action Lab Training for Newer State Adolescent Health Coordinators.
   • Action Lab Training for Seasoned State Adolescent Health Coordinators.
   • Adolescent health trainings at the annual Association of Maternal and Child Health Programs (AMCHP) conference.
   • Quarterly teleconference trainings in partnership with the 7 Leadership in Adolescent Health (LEAH) Training Centers across the U.S.
   • National Initiative to Improve Adolescent Health (NIIAH) annual meeting.
   • Offer and conduct a menu of trainings to state-level adolescent health professionals that takes into account differences in socio-economic, ethnic and lifestyle differences of adolescents (onsite across the U.S. at state health departments, state and regional conferences and trainings, etc.).
   • Konopka Lecture.
   • Create new training modules and resources using a variety of training methods as needs are identified by State Adolescent Health Coordinators.
   • Other trainings at national meetings as indicated.

2. Provide technical assistance to state maternal and child health professionals in effort to build their capacity to address adolescent health within the state-level public health systems. These activities include (but are not limited to):
   • 2.1. Maintain ongoing and routine communication with state mch professionals (outreach to new State Adolescent Health Coordinators, participation on Regions 1-5 Adolescent Health calls, routine checks with seasoned Adolescent Health Coordinators).
   • 2.2. Provide short-term technical assistance and consultation to state mch professionals.
   • 2.3. Assist with site-based adolescent health consultation projects (e.g. Adolescent health system capacity assessments, strategic planning, collaboration development).
   • 2.4. Identify and share information and resources on adolescent health best practices from a variety of sources that express a wide range of thinking on the subject.

3. Participate on the National Initiative to Improve Adolescent Health (NIIAH) committees:
   • 3.1. Leadership Committee.
   • 3.2. Health Equity Committee.
   • 3.3. Meeting Planning Committee.
4. Assist with evaluation of SAHRC's activities.

5. Assist with other SAHRC activities as requested by Program Director.

6. Assist with Konopka Institute activities as requested by Konopka Director.

7. Ensure that the needs, interests and opinions of those that may be traditionally underrepresented are heard and acted upon.

Applications are invited for the position of the Training Coordinator for the State Adolescent Health Resource Center (SAHRC)/Konopka Institute for Best Practices in Adolescent Health.

This position is a part time (75%), renewable, 12-month academic professional and administrative position. This position will end on June 30, 2009 unless additional funding is secured. Additional funding will be applied for soon. Salary is competitive and commensurate with education and experience. The beginning date is December 8, 2008 or as soon as possible thereafter.

**Program/Unit Description**

The goal of the Center is to develop and strengthen the capacity of state maternal and child health professionals to improve the measurable health status of adolescents relative to Healthy People 2010. This is accomplished by providing technical assistance, support, and training to state public health professionals engaged in adolescent health and increasing their access to relevant and useful resources. In December 2000, the Konopka Institute was funded to serve at the State Adolescent Health Resource Center through a cooperative agreement with the federal Maternal and Child Health Bureau. This Agreement was refunded in July 2004 for an additional 5 years.