

UT School of Public Health
Dallas Regional Campus

Full-time

Program Coordinator

Maternal & Child Health Training Program

Primary responsibilities:

- Manage scheduling for all educational activities
- Coordinate program advertisement and student recruitment
- Provide program contact for interdisciplinary students
- Coordinate distribution of educational materials to Title V agencies in HRSA Region VI (TX, NM, OK, AR, LA)
- Oversee development of educational webinars
- Collect and analyze evaluation data and
- Prepare reports for funding agency

Qualifications:

- Masters degree in public health or related field
- Excellent written and oral communications skills
- Knowledge of data management and analysis software
- Interest in women's health, child health, and/or adolescent health a plus

For more information, contact:

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