



William F. Ryan Community Health Center

Planning Associate

Description:

The William F. Ryan Community Health Center, a Federally Qualified Health Center accredited by the Joint Commission, has been providing high-quality, affordable medical and mental health care to underserved communities since 1967. The Planning Department is seeking a Planning Associate to work with a high level team to support and expand the Center's programs through the Network's planning and development activities. Responsibilities include: community needs assessments and planning analyses; grant writing and grants management; and, strategic planning and development activities as directed by the Chief Planning and Development Officer. Experience with and commitment to medically underserved populations is highly desirable.

Requirements:

- Two to three years experience in a health care or not for profit position
- Excellent research, analytical, writing and communication skills
- Highly organized
- Able to work efficiently under pressure
- Grant writing experience preferred
- B.A. required, Masters Degree in Public Health, Public Administration, Public Policy or related field desirable

Compensation:

Competitive salary and benefits. E.O.E.

Interested applicants:

Please send a cover letter, resume and a writing sample to Lauren Mendenhall, Strategic Initiatives and Planning Coordinator, at Lauren.Mendenhall@ryancenter.org. Please include Planning Associate and your last name in the subject line.