Position Title: QUALITY IMPROVEMENT PROJECT MANAGER

Supervisory Relationship: This is not a supervisory position. The QI Project Manager is responsible to the Executive Director of WAPC.

Duties and Responsibilities of this position include:

- Work with birth hospitals to initiate quality improvement activities related to opioid use during pregnancy and in the newborn period
- Develop and coordinate service-related subcommittees of the Wisconsin Perinatal Quality Collaborative (WisPQC)
- Facilitate meetings
- Work within a team to design, implement, complete, and interpret statistical analysis as necessary
- Evaluate how WisPQC functions and make suggestions for changes

Knowledge and abilities:

- Principles and practices of quality management, quality improvement and quality assurance principles in a public health care setting
- Understanding of grant application procedures and demonstrated ability to write quarterly grant reports
- Advanced communication, analytical, and organizational skills
- Ability to lead and facilitate diverse groups
- Evaluation methodologies
- Theories and techniques of qualitative evaluation, data analysis, and organization and management analysis
- Planning, organizing, and setting priorities
- Analytical problem solving
- Leadership skills
- Interpersonal sensitivity

Education and Experience Required:

- Possession of a master’s degree from an accredited college or university in public health, public health administration, health care administration, nursing, social welfare, or a related field
- Minimum 3 years of increasingly responsible experience in health care administration, including: program evaluation, planning, or quality improvement
- Must be able to establish cooperative working relationships with a variety of persons and organizations/agencies
- Must be willing to travel throughout Wisconsin (statewide travel is required about 5% of the time)
- Access to a vehicle and a valid driver’s license
- Must have excellent oral and written communication skills

This is a 0.8 FTE grant-funded position. The position is expected to work collaboratively with both internal and external stakeholders. The position requires involvement with WisPQC and WAPC.

WAPC is an individual membership, multidisciplinary organization founded in 1970 with the purpose of promoting perinatal health for all mothers and infants in Wisconsin (perinatalweb.org). The vision of the Wisconsin Association for Perinatal Care (WAPC) is a world in which every baby is born healthy,
wanted, and into a family prepared to nurture, love, and support WAPC is a founding partner of and provides administrative support to WisPQC. (For more information: https://perinatalweb.org/)

The Wisconsin Perinatal Quality Collaborative (WisPQC) was formed in August 2014 with a mission to “improve perinatal health outcomes and equity across the continuum for all women and infants in Wisconsin (wispqc.org). WisPQC members are organizations and agencies. WisPQC has launched initiatives focused on maternal hypertension and human milk feeding. This grant supports initiatives addressing women with opioid use disorder and their infants. (For more information about WisPQC: https://wispqc.org/about/)

To apply, send a cover letter and resume to WAPC at wapc@perinatalweb.org, Attention: K. Mounts. Include in the cover letter how you meet 1) the requirements for knowledge and abilities, and 2) educational and experience requirements.