



Job Description Jewish Healthcare Foundation

Project Manager, PA PQC and Pittsburgh Safer Childbirth City

The Jewish Healthcare Foundation (JHF) is a grantmaking organization formed from the sale of Pittsburgh's Montefiore Hospital. It is the parent organization for three operating entities: the Pittsburgh Regional Health Initiative (PRHI), Health Careers Futures (HCF), and the Women's Health Activist Movement Global (WHAMglobal). Together, these entities work to improve the delivery of health care, the education and preparation of healthcare professionals to deliver high value care, and the policy environment that supports healthcare performance excellence in Western Pennsylvania, state-wide, in the U.S., and internationally. Their collective mission is to produce systems of care that are as safe, reliable, efficient, and compassionate as possible. JHF entities are the recipients of significant national, state, and local grants to test better methods of healthcare delivery. In particular, their programs and projects advance, and then test, solutions to the safety and quality problems in health care by:

- Educating or coaching health professionals to use Quality Improvement methods
- Demonstrating better methods of delivering care through demonstrations and research
- Measuring, analyzing, and reporting on the outcomes of care
- Advancing evidence-based solutions through policy advocacy
- Convening experts regionally, statewide, nationally, and even globally to advance safety

Opportunity

The Jewish Healthcare Foundation manages the Pennsylvania Perinatal Quality Collaborative (PA PQC), which was launched in April 2019 as an action arm of the Pennsylvania Maternal Mortality Review Committee (MMRC). Perinatal Quality Collaboratives are networks of teams working to improve the quality of care for mothers and newborns across prenatal, labor/birth, newborn, and postpartum services. They identify processes that need to be improved and quickly adopt best practices to achieve collective aims. The PA PQC includes 60 birth hospitals and NICUs, representing 86% of live births in Pennsylvania, and 14 commercial and Medicaid health plans across the Commonwealth. The multi-disciplinary health care teams from the PA PQC hospitals/NICUs participate in learning sessions, launch quality improvement projects, access quality improvement coaching and resources, and report aggregate data to drive improvement towards the PA PQC's goals. Currently, the PA PQC is focused on initiatives to increase the identification of and care for perinatal substance use (including Opioid Use Disorder) and Substance Exposed Newborns (including Neonatal Abstinence Syndrome), increase access to immediate postpartum long-acting reversible contraception (LARC), increase perinatal depression screening and follow-up, improve timely treatment for severe hypertension, and reduce racial/ethnic disparities across these goals. The PA PQC's severe hypertension initiative is also part of the national Alliance for Innovation in Maternal Health (AIM).

The Jewish Healthcare Foundation also manages the initiative, *Pittsburgh: A Safer Childbirth City*, to reduce racial/ethnic disparities in maternal mortality and morbidity rates. Pittsburgh: A Safer Childbirth City is part of Merck for Mother's network of 20 Safer Childbirth Cities across the U.S. Safer Childbirth Cities grantees work to engage communities in maternal health improvements and address the social determinants of health, and work with doulas and perinatal support workers to bolster the care support system around women and families during pregnancy, childbirth, and the months after. *Pittsburgh: A Safer Childbirth City* includes the following components:

- Facilitating the WHAMglobal Community Fund to improve collaboration among community-based organizations, which receive funding, peer-to-peer learning opportunities, and coaching
- Supporting a Community Advisory with Healthy Start, Inc in Pittsburgh to listen and engage local mothers
- Supporting a Mothers Supporting Mothers Volunteer Program with Hello Neighbor
- Translating key interventions from the PA PQC by connecting the PA PQC birth hospitals to community partners and leaders in the Pittsburgh region
- Creating a Birth Workers Champions Program
- Organizing "Birthing A Movement" events to engage the community in maternal and child health policy and advocacy campaigns

The Project Manager for the PA PQC and *Pittsburgh: A Safer Childbirth City* will maintain project plans, coordinate the project teams and activities, work with the projects' grantees and contractors, develop reports for funders, interface with JHF's communications teams, and support the creation of project materials.

The Project Manager will report to the Chief Policy Officer who will supervise the Project Manager.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The Project Manager is responsible for the following Job Duties (subject to change). Other items may be assigned from time to time in support of other projects as needed.

Pennsylvania Perinatal Quality Collaborative (60%)

- Maintain project plans for each PA PQC initiative
- Coordinate activities across the PA PQC team, with regular team meetings, to implement the project plans for each initiative
- Organize statewide PA PQC Advisory and Work Groups
- Maintain information on the PA PQC website, including information about each initiative, resources (e.g., guides, toolkits, and educational materials), surveys for the PA PQC's structure measures, measurement specifications for the PA PQC's process and outcome measures
- Develop presentations to the PA PQC's stakeholders, and work with JHF's Communications team to increase awareness of the initiative, including its impact, milestones, and monthly accomplishments

- Oversee and support standard work for organizing, facilitating, and following-up on each PA PQC learning session and training for PA PQC health care teams
- Develop and support collaborative relationships with stakeholders and partners
- Develop project narrative and budget reports for the funders
- Network with other PQCs through the Alliance for Innovation in Maternal Health (AIM) and National Network of Perinatal Quality Collaboratives

Pittsburgh: A Safer Childbirth City (40%)

- Maintain project plans for each component of the initiative
- Maintain the project's budget and monitor the spending rates for each budget category
- Coordinate activities across the project team, with regular team meetings, to implement the project plans
- Oversee the work of the initiative's grantees and contractors by reviewing reports, reviewing payments, and collaborating with the community partners
- Develop and support collaborative relationships with stakeholders and partners
- Update each funder on the current progress and future directions of the initiative, and develop project narrative and budget reports for the funders
- Participate in the Safer Childbirth City Community of Practice learning opportunities
- Work with JHF's Communications team to increase awareness of the initiative, including milestones and monthly accomplishments for each component of the initiative

Additional Responsibilities:

- Contributing to other team projects as requested and as time permits
- Other duties as assigned

QUALIFICATION/REQUIREMENTS:

The ideal candidate will have:

- Master's or professional (MSW, MPH, MS, MBA, RN, CRNP, PhD, etc.) degree
- Experience in maternal and child health, public health, project management quality improvement, data management and evaluation, community engagement
- A track record as a team player with strong interpersonal skills
- Ability to work collaboratively with a team of multi-disciplinary professionals
- Excellent time management skills
- An ability to manage multiple responsibilities simultaneously
- A strong high energy work ethic
- Excellent written and oral communication skills, both verbal and written for various audiences
- High level of judgment, decision making, discretion and integrity
- Proficiency with Microsoft Office, PowerPoint, and Excel

The employee must also model the values of respect, courtesy, generosity, teamwork, and a positive attitude.

GENERAL EXPECTATION:

As expected of all employees of the Jewish Healthcare Foundation, the successful applicant will abide by the current laws and organizational policies and procedures designed and implemented to promote an environment which is free of harassment and other forms of illegal discriminatory behavior in the workplace. This job description is intended as a summary of the primary responsibilities of and qualifications for this position. The job description is not intended as inclusive of all duties an individual in this position might be asked to perform or of all qualifications that may be required either now or in the future.

OFFICE LOCATION: EQT Plaza, 625 Liberty Ave., Suite 2500, Pittsburgh, PA 15222

Note: The Position is full-time, starting by February 1, 2022, and may begin as semi-remote, but will transition to in-person/in-office when public health guidelines allow.

To apply, please send a resume and cover letter to careers@jhf.org with the subject line: "Project Manager, PA PQC and Pittsburgh Safer Childbirth City."