

STD/HIV Program
Associate Director

The School of Public Health at the Louisiana State University (LSU) Health Sciences Center in New Orleans (<http://publichealth.lsuhs.edu/>) is seeking applicants to work in the Louisiana Office of Public Health STD/HIV Program (SHP) as the Associate Director. Responsibilities will include participating in all administrative functions of SHP, including strategic planning, supervising staff in the Program Evaluation Unit and Data Management/Analysis Unit, coordinating all grant writing and progress report submissions, and supporting the Administrative Director with assigned projects.

Candidates for the position must hold a Masters Degree in Public Health, Public Administration, Business Administration or related field plus 5 years of progressively responsible, professional level experience with 3 of those years being in a supervisory role. Must have demonstrated experience in successfully writing grants and/or coordinating a grant application process. Knowledgeable of effective administrative/organizational procedures; excellent written and verbal communication skills; excellent organizational and facilitation skills; knowledgeable of HIV/AIDS field are all required.

No later than December 7, 2012, applicants should submit curriculum vitae and a letter describing their background and relevant experience to Dr. DeAnn Gruber, c/o stdhivjobs@lsuhsc.edu. LSUHSC is an EEO/AA Employer.