

Quality Manager

Under the general direction of Here's to Life's (HTL) Executive Director, the Quality Manager develops, implements, coordinates, and facilitates the Quality Assurance, Management, and Improvement Services for HTL. This position is responsible for planning, developing, and evaluating all the HTL's Ryan White-funded HIV/AIDS services. This incumbent will develop and implement policies and procedures to ensure clients are provided quality care. This position will also ensure that all contracted services by Ryan White contain current quality improvement language and that HTL has an operational quality improvement program emphasizing quality indicators for each mode of service.

MAJOR TASKS, DUTIES AND RESPONSIBILITIES

Plans, develops, and evaluates the effectiveness of HTL's Quality Management and Improvement Programs. Collaborates with other administrative staff to ensure the ongoing effectiveness of quality services.

Identifies the more complex systems and organizational difficulties hindering the accomplishment of service objectives and determines procedures for implementing appropriate programs/systems. Implements new programs/systems or updates to assure the delivery of quality services.

Facilitate the development of a Continuous Quality Improvement plan that includes, but is not limited to, methodology, philosophy, a general approach with a defined period, specific indicators, and referenced policies and procedures.

Develops and updates quality assurance, quality management, and quality improvement policies and procedures for HTL. Interprets and implements HRSA guidelines for Title I and other Federal, State, and local regulations applicable to HTL service provision.

MINIMUM QUALIFICATIONS

Education:

Possessing a bachelor's degree from an accredited college or university in public health administration, health care administration, social welfare, or a related field.

Experience:

The equivalent of two years of full-time professional experience developing long-term quality assurance goals, priorities, and performance standards applicable to community-based SA services.

KNOWLEDGE AND ABILITIES

Knowledge of:

- Principles and practices of quality management, quality improvement, and quality assurance in public health care.
- Evaluation methodologies
- Theories and techniques of qualitative evaluation, data analysis, and organization and management analysis.
- Current trends, research, and issues in treatment and prevention as they relate to QA/QM/QI in a public health care system.

Abilities:

- Development and implementation of QA/QM/QI principles.
- Planning, organization, and prioritization
- Analytical problem solving

- Leadership skills
- Management control
- Interpersonal sensitivity

Job Type:

Full-time \$52,000 per year salary

Benefits:

- Dental Insurance
- Health insurance
- Paid time off
- Vision insurance

Schedule:

- 8-hour shift
- Available for Weekend and Evening outreach efforts
- Work Location: In person

Here's To Life, Inc. is an Equal Employment Opportunity and Affirmative Action Employer. Black, Indigenous, and all other People of Color (BIPOC), women, LGBTQ+ individuals, veterans, and people living with HIV or other disabilities are strongly encouraged to apply.

Please feel free to contact Charles Shackelford – Sen. Admin Assistant at

Charles@HeresToLifeATL.org <http://HeresToLifeATL.org/career/>

1115 Ralph David Abernathy Blvd. SW Atlanta GA 30310 (404)500-3726