

2 OPEN POSITION

Program Developer Tourette Syndrome Association (TSA) Centers For Disease Control (CDC) Public Health Education & Outreach Program

Organization:

Founded in 1972 in Bayside, New York, the national Tourette Syndrome Association (TSA) is the only non-profit membership organization serving individuals with Tourette Syndrome (TS). Its mission is to identify the cause of, find the cure for and control the effects of TS. TSA disseminates educational materials to professionals in the fields of health care, education and government; offers resources and referrals to help people with TS and their families; raises public awareness and counters media stereotypes about TS; and funds research that will lead to improved understanding and treatments.

Job Description:

TSA is seeking an experienced Project Developer to coordinate a broad range of activities for an education and outreach program focused on increasing knowledge and improving management of TS among medical and education professionals. He/she will work with TSA, leading physicians, and the CDC in the development, implementation & evaluation of medical and school-based professional education programs, outreach and resources. The Project Developer will help to create, manage and execute the project timeline and work plan and operationally plan target goals and action steps for assigned projects.

He/she will have the ability to think strategically and creatively, and to work both independently and collaboratively to achieve project goals. He/she must have strong interpersonal skills, show initiative, and have the ability to simultaneously manage multiple projects.

Major Responsibilities:

- Develop and implement programs nationwide to provide intensive training for physicians, allied health professionals, and educators on TS
- Coordinate the conceptualization, production, dissemination and evaluation of educational resources for professionals and families
- Manage program evaluation plan and databases and monitor data to report and enhance program efforts
- Ensure accurate data collection and management
- Pursue related program areas ie outreach to racial, ethnic, & cultural minorities, locate networks and resources relative to activities
- Help prepare grant proposals and program reports for, among others, CDC program team, congressional partners, and TSA board meetings
- Maintain summary program databases such as “state by state” or “underserved/minority outreach” listings.

Requirements

- Non-profit, public health programming, community health, research/evaluation experience and/or project development
- Exceptional organizational, written and verbal communication, interpersonal and problem-solving skills
- Masters Degree in Public Health preferred
- Requires extensive travel, flexibility

- **RESUMES W/COVER LETTER TO: planner@tsa-usa.org**