



## Director of SDOH Programs

### Job Description

**REPORTS TO:** Chief Equity Officer

#### **PRIMARY DUTIES:**

The Director of Social Drivers of Health (SDOH) Programs is the senior leader for programs that impact health. These programs include Food as Medicine (Culinary Education and Food Rx), the Wellness Center, the Medical Legal Partnership, and the Community Resource Marketplace. The Director is the senior leader of these programs and oversees the development, performance, and maturation of the programs.

- Participate and lead the development, performance and maturation of existing programs.
- Develop programs that address barriers to healthcare as determined by patient need.
- Foster relationships with community-based partners and organizations.
- Work collaboratively to determine program metrics.
- Evaluate programs based on program agreed upon metrics to improve performance and achieve program maturation.
- Manage and evaluate the SDOH department, provide meaningful feedback to improve the programs and outcomes
- Participate in educational opportunities regarding the impact of the programs.
- objectives and/or operational resources and interpret appropriate laws and policies and advise management and employees accordingly.
- Assist in applying for and reporting on grant-funded programs.
- Manage the budgets, including grant budgets, for SDOH programs and oversee purchases and supplies related to SDOH programs.
- Continue independent education regarding best practices related to SDOH program provision.
- Be available for programs that occur outside of typical clinic hours.
- Any additional tasks and duties as directed by supervisor.

**SKILLS:** The ideal candidate is passionate about serving communities that are historically underserved and is particularly skilled in managing complex projects in an organized fashion. Such a candidate is skilled in building teams and developing processes that improve efficiency and impact. Furthermore, the candidate will leverage their service of our target population to think critically about how to address barriers. Given the nature of the job, the candidate will also possess excellent verbal and written communication skills, particularly amongst many keep stakeholder groups. A candidate that will do well is self-motivated and resourceful.

**EDUCATION & EXPERIENCE:** While there are no specific educational degrees required, experience in serving historically underserved communities is key as well as success in project management is key to being considered for this position.

#### **PHYSICAL AND MENTAL REQUIREMENTS:**

- Visual and auditory accuracy
- Continuous use of computer and calculator
- Long periods of sitting
- Frequent use of telephone
- Continuous repetitive grasping and manipulation of both hands
- Continuous conversational communication

- Occasional reaching, walking, squatting, bending, kneeling, twisting and climbing
- Occasionally carrying, lifting, pushing and pulling of up to 25 lbs.
- Occasionally working in confined, noisy, dusty areas
- Frequent use of personal car
- Understand/carry out simple/detailed, oral/written instructions
- Memorize and retain instructions
- Read and interpret detailed specifications

**REVIEWED WITH EMPLOYEE:**

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Employee

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Supervisor

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Date

3/4/2024