



# RESPIRATORY HEALTH ASSOCIATION®

**Job Title:** Director of Chronic Disease Programs

**Department:** Programs and Policy

**Status:** Full-time; Exempt

**Reports to:** Senior Director, Strategy, Programs and Policy

## **Job Description**

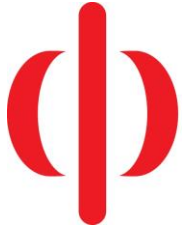
**Overview:** Direct Respiratory Health Association's chronic disease programs and projects.

### **Key Responsibilities:**

- Lead the Chronic Disease Team's efforts to reduce the burden of chronic lung disease through education, policy change and research.
- Direct Respiratory Health Association's community-based chronic disease programs, including Fight Asthma Now®, an evidence-based asthma self-management intervention for children living with asthma, and Asthma Management, a training for adult caregivers including school staff and parents.
- Serve as project director for Respiratory Health Association's Chronic Obstructive Pulmonary Disease (COPD) Initiative, including the annual patient-focused educational event, Living Better Together COPD Conference.
- Oversee Respiratory Health Association's Research Program including distribution of grant funding to researchers at Chicagoland academic hospitals.
- Work collaboratively with Senior Director of Strategy, Programs and Policy; Director of Health Policy; and, Director of Environmental Health to develop lung health initiatives and Respiratory Health Association's public health policy agenda.
- Lead the evaluation efforts of chronic disease programs and projects.
- Develop and monitor chronic disease program budgets, and manage related grants and contracts.
- Participate in research, solicitation, design and preparation of grants and contract proposals.
- Develop and maintain collaborations with medical, research, business, non-profit, public health and community partners at the community, state and national levels to promote, develop and implement community-based lung health programs.
- Represent Respiratory Health Association on external advisory boards and at local, state and national conferences.
- Develop lung health programming related to asthma, lung cancer, COPD, influenza prevention and women's lung health.
- Assist with the development of health educational materials and health messaging, including curricula, factsheets, newsletters, etc.
- Other duties as assigned.

### **Qualifications:**

- A Master's degree in public health or related field required.
- A minimum of three years of professional experience including:
  - Program development and evaluation,



# RESPIRATORY HEALTH ASSOCIATION®

- Grantwriting and reporting,
- Budget management and
- Supervisory experience

## **Other Requirements:**

- Excellent written and oral communication skills;
- Demonstrates ability to work with multiple stakeholders.
- Demonstrates strong initiative and ability to work in a team environment.
- Demonstrates ability to manage competing demands
- Must be able to work/attend events that occasionally involve weekends and evenings.
- Must have a valid Illinois driver's license.

**Please note:** Respiratory Health Association is fully committed to equal opportunity in employment in accordance with all applicable laws and regulations. The Association is an Equal Opportunity and Affirmative Action employer. The Association does not hire persons who smoke, and forbids smoking in the workplace.

To apply: Email resume and cover letter with salary requirements to: [jobsprogramspolicy@resphealth.org](mailto:jobsprogramspolicy@resphealth.org). Please include the job title and your name in the subject line. Incomplete applications will not be considered.