



MISSISSIPPI STATE DEPARTMENT OF HEALTH

About the Position: The Office of Child Health Maternal, Infant, Early, Childhood Home Visiting (MIECHV) Program is seeking to fill a *Program Specialist IV (CQI Lead)* position. The CQI Lead will lead in assuring data quality for the program, preparation and presentation of data for reports and stakeholders, and CQI efforts, use MIECHV and PAT required tools or systems and other software to maintain data and perform routine quality monitoring, perform validation checks and statistical analyses on data for reports, identify patterns of data errors (invalid, missing, or inconsistency) within the program and across participant records, submit narrative reports describing data system or programmatic changes with potential/known impact on data quality, review technical reports to address data quality, program performance quality indicator measures, program outcomes and participant characteristics, etc., use technical reports to plan data quality follow-up and corrective actions, assist in assessing training needs, identify needed modifications for data collection procedures/forms or other processes for program improvements, provide data-related technical assistance and participate in data-related training. Supervision: Has no direct reports.

What You'll Need to be Successful: This person must have knowledge of collecting, administering, and explaining data. Must have knowledge of grant programs and how they function and the ability to collaborate with others.

Salary: \$55,000.00

Location: Hinds County (Central Office)

Qualifications: Bachelor's degree and 4-7 years of experience.

How to Apply: Interested applicants should submit State of Mississippi Employment (<https://www.msps.gov/media/6595/application%20word%20template.pdf>) and to:

The Mississippi State Department of Health
Office of Child Health, MIECHV Program
Attn: Jermaine Bailey
Osborne 200
570 East Woodrow Wilson Ave.
Jackson, MS 39215

To learn more about the Mississippi State Department of Health, please visit our website @ <https://www.msdh.state.ms.us/>