



About the Position: The Mississippi State Department of Health is seeking to fill a Program Specialist III position in Hinds County.

Job Responsibilities: The Mississippi State Department of Health's Ryan White Part B Ending the HIV Epidemic (EHE) program seeks a Program Planning, Monitoring and Evaluation Coordinator (PPMEC) to oversee the implementation and evaluation of the EHE work plan. This role supports activities carried out through partnerships with community-based organizations and federally qualified health centers. The EHE program is part of a national initiative led by the HRSA to end the HIV epidemic by 2030, with Mississippi being one of seven participating states. The PPMEC will work closely with the Program Director/Principal Investigator(PD/PI) and the project team to ensure effective program delivery. Responsibilities include managing monitoring and evaluation processes at both the project and statewide levels. The position plays a key role in tracking outcomes and ensuring alignment with program goals.

To be Successful: Experienced in performance improvement, community engagement, and HIV prevention and treatment, with a strong foundation in monitoring and evaluation tools such as the logic model. Skilled in communication, writing, organization, and problem-solving, with the ability to manage multiple tasks and deliver high-quality work independently or within work teams. Demonstrates adaptability, quick learning, and a proactive, detail-oriented approach in dynamic environments.

Salary Range: \$43,509.31- \$74,237.76

Directly related experience and advanced education will be considered for any salary increases beyond the starting salary.

Schedule: 40 hours/week

Location(s): Hinds County

Preferred Qualifications: Typically requires a Bachelor's degree minimum of 4 years of experience in the health care field.

Reference Job Action # 17824

How to Apply: Interested applicants should submit: 1.) Cover letter indicating the location(s) for which he/she is applying; 2.) State of Mississippi Employment Application and/or résumé through [MSDH Online Application](#).

MSDH is an Equal Opportunity Employer