

Director of Global Outreach

**American College of Nurse-Midwives
Job Description**

Job Title: Director of Global Outreach
Department: Midwifery Practice, Education & Global Outreach
Reports To: Director, MPEGO
FLSA Status: Exempt
Prepared Date: September 2017
Approved: Frank Purcell, CEO, American College of Nurse-Midwives
Tina Johnson, Interim Director, MPEGO

SUMMARY

This full-time (1.0 FTE) position involves directing all activities for strategic global outreach for ACNM. From within the Department of Midwifery Practice, Education & Global Outreach (MPEGO) at the national office in Silver Spring, MD, performs the following duties personally or through subordinate employees and consultants: Develops strategies, budgets and systems of accountability for projects funded by federal and privately financed grants relating to midwifery, women's health, and maternal-newborn health in countries outside the United States. Develops and manages relationships with outside organizations appropriate to the global outreach activities of ACNM. Engages in business development to support global grant awards to ACNM consistent with the organization's mission. Contributes technical expertise to selected projects and provides oversight of content and quality of all ACNM global consulting projects. ACNM is EEOC compliant. A diverse pool of candidates is being sought.

ESSENTIAL DUTIES AND RESPONSIBILITIES include those listed; other duties may be assigned.

Global Outreach Activities: Management

Manages financial and business management activities, staff, consultants and business management personnel engaged in global outreach activities on behalf of ACNM. Provides oversight of all project work plans, providing technical expertise when needed. Manages external relationships with prime contractors and relevant government funding agencies.

Identifies and maintains records and professional contacts with midwives appropriately trained and experienced in global outreach activities who may serve as technical services consultants. Develops opportunities for midwives to serve as mentored volunteers on grant-funded global outreach activities, supports such activities, and helps meet contract requirements for in-kind contributions.

Accountable to the director of MPEGO to ensure the effective and sustainable conduct of ACNM global outreach activities, consistent and compliant with best practices, applicable laws and contract agreements with federally and privately funded prime contractors, staff and consultants. Oversees the regular and efficient maintenance of appropriate financial and project reports and other required records associated with global outreach activities.

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Global Outreach Activities: Technical Assistance

Provides technical assistance in grant-funded global outreach activities directly, to a level amounting to approximately 30 percent of the individual's level of effort (LOE) throughout a year. Approximately 20 percent of the individual's time over a year may be travel outside of the USA.

Global Outreach Activities: New Business Development

Works in collaboration with the Director of MPEGO to identify potential sources of funding for new global outreach projects, develop project narratives, and apply for new sources of funding.

Cultivates professional relationships appropriate to the development of sustainable ACNM agreements with federally and privately funded prime contractors for global outreach activities in the areas of midwifery, women's health, and maternal-newborn health development systems in countries outside the United States.

Development of Midwives for Global Outreach Activities

Supports activities of the ACNM member-driven Division of Global Health (DGH) and attends its regular meetings.

Develops and carries out strategy, together with DGH, in establishing an appropriate and sustainable professional development curriculum and program intended to develop midwives for service in global outreach activities related to the midwifery profession and women's and maternal-newborn health.

Education of Key Stakeholders and Members about Global Activities

Develops articles, online materials and educational content for ACNM publications and educational environments intended to support the ACNM global outreach mission.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Minimum of five years relevant professional experience. CNM or CM with graduate degree; doctoral preparation preferred. The ideal candidate will have experience in leadership, management, technical assistance in global outreach projects, and global outreach grants development. Experience in midwifery clinical practice is required. Knowledge of public health principles, international health systems structure, and quality improvement science is helpful. The ideal candidate will demonstrate strong skills in the following areas: analytical thinking, strong verbal and communications skills appropriate to a range of audiences; ability to manage and prioritize diverse initiatives; openness to learning and sharing information and building a strong organization; experience working effectively with volunteer leaders. Experience in project management and project planning is required. Grant writing and grant management experience is preferred.

LANGUAGE SKILLS

Ability to read, analyze, and interpret complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write white papers, articles, informational resources, speeches and other communications. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or boards of directors.

MATHEMATICAL SKILLS

Ability to read and interpret statistical analysis pertinent to professional literature. Ability to prepare project and department budgets and read financial reports related to the budget. Ability to manage complex projects involving personnel and financial resources.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete and complex variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

Current Certification as a certified nurse midwife (CNM) or certified midwife (CM) required.

OTHER SKILLS AND ABILITIES

Requires computer proficiency (Microsoft Office suite and common online group work and communications systems); oral and written communication skills; organization skills; and supervisory and leadership skills.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to use hands to finger, handle, or feel. The employee is occasionally required to stand, walk, and reach with hands and arms. Specific vision abilities required by this job include close vision.

This position requires considerable international travel, some overtime work, and the capability to provide midwifery technical assistance in austere environments outside of the United States. International travel may include flights of long duration, carrying own luggage on and off planes and through terminals, and transport in cramped vehicles.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually low.