



Employment Opportunity

Location of Job:	Harlem, Washington Heights, South Bronx New York, NY
Employer:	Community Healthcare Network
Program Name:	Prenatal Care/Women’s Health
Job Title:	Program Coordinator/Prenatal
Description of Duties:	<p>Community Healthcare Network is seeking a Full-Time Prenatal Program Coordinator who will implement a wide range of clinical and community health education activities for prenatal patients. As part of a multi-disciplinary team, the Prenatal Program Coordinator is responsible for coordinating clinical outreach and education relating to prenatal health, specifically, breastfeeding, postpartum care, and reproductive health to improve health outcomes for pregnant people, new parents, and their children.</p> <p><u>JOB FUNCTION:</u></p> <p>Responsibilities include, but are not limited to:</p> <ul style="list-style-type: none"> • Support the Women’s Health Department in maintaining quality standards and services that are in accordance with the recommended clinical guidelines for prenatal and postpartum services. • Provide prenatal, postpartum, and infant care education to prenatal patients and people of childbearing age in the clinic setting, by telehealth, and in group settings. • Conduct and document prenatal and postpartum assessments, including but not limited to

	<p>lactation assessments, safe sleep assessments, and postpartum depression screening.</p> <ul style="list-style-type: none"> • Identify prenatal patients at CHN health centers and follow-up to ensure patients made the appointment and reschedule/follow up as needed. • Provide visits, as needed for high-risk and non-compliant prenatal and postpartum patients up to 4 months postpartum to assess infant’s initial milestones and SIDS/safe sleep risk. • Coordinate prenatal and postpartum appointments for routine/follow-up care, delivery, and connect patients to specialty services, particularly nutritionists and behavioral health services and external referrals. • Track and monitor the collection process for weights of infants delivered by CHN prenatal patients, and coordinate follow-up efforts with department management. • Assist with data collection and analysis to measure prenatal care and birth outcomes. • Complete any necessary reports and forms, and document patient services in the appropriate medical record. • Plan and participate in special CHN events, including but not limited to, World Breastfeeding Week. • Identify community resources for health education resources and/or services. • Participate in all clinic staff meetings and training/informational sessions as appropriate.
Hours:	9am-5pm Monday to Friday
Salary:	\$46,969.00 To 52,772.00 Annually
Minimum Requirements:	<ul style="list-style-type: none"> • Bachelor’s degree in Health Education, health-related field, or satisfactory equivalent combination of education and experience.

	<ul style="list-style-type: none">• Certification as a Lactation Counselor and/or Breastfeeding Counselor or obtain one of the above-mentioned certifications within one (1) year of hire.
Preferred Requirements:	<ul style="list-style-type: none">• . Bilingual Spanish a plus!
Contact Information:	Alyssa Tartaglione, Associate Director of Women's Health atartaglione@chnyc.org
Deadline for Resumes:	August 30th