



Business Analyst (\$60-\$85K DOE)

Boston Public Health Commission is hiring a Business Analyst to participate in the planning, development, implementation, maintenance, and evaluation of information systems. These activities may include database building, data col-

lection and cataloguing of gathered information, and documentation of the process. This position must participate in an on-call rotation. Bachelor's degree in Computer Science or related field or /MS preferred. Four years of business analysis experience in information technology may be substituted for a bachelor's degree.

Developer (\$60-\$70K DOE)

Boston Public Health Commission is hiring a Developer. As part of a small team charged with building productivity solutions for both the Internet and Intranet, the Developer is responsible for implementing enterprise content management and related solutions using Microsoft SharePoint. The developer will also provide on-going support for other BPHC applications as needed. Participation in an on-call rotation is required. BS in computer science preferred; Strong knowledge and understanding of Microsoft Office SharePoint Server 2007 /2010/2013; 3 - 5 years' experience with ASP.NET Development, C#, JavaScript, HTML, CSS, XML.

Director of Accounting (Commensurate with experience)

Boston Public Health Commission is hiring a Director of Accounting responsible for the orderly and efficient operations of the Finance Department which includes the Accounting Unit, Accounts Payable Unit and Accounts Receivable Unit. Coordinating BPHC's annual financial audits. Develop systems and internal controls. Manage treasury services. BA / BS in Finance or Accounting required. CPA preferred. MBA or CMA preferred. 5 years of for-profit, not-for-profit, and/or governmental experience required.

Project Manager (\$65-\$75K DOE)

The Boston Public Health Commission is currently developing its property at Northampton Square (NHS) and is hiring a Project Manager who will be responsible for representing the Commission's interests with the developers and coordinating any relocation of Commission operations at the site. Attend meetings regarding the design and construction, act as liaison between the developer and BPHC, and participate in project planning, project design and construction meetings. BA/BS plus 5 years of relevant work experience required; significant experience may be substituted for degree requirement.

Director, Communication Office (Commensurate with experience)

The Boston Public Health Commission is hiring a Director of Communications responsible for managing the marketing of events, communications and campaigns for assigned BPHC activities. Manage associated budgets for campaigns. Write press releases, talking points, marketing material, web information, brochures and newsletter articles on a regular basis. Oversees media relations for Boston EMS. BA/BS in Journalism, Communications, Public Relations, Marketing, English or other related field required. Five years experience in marketing, writing or other related field; experience in government communications work required. Experience working with print, television, and electronic media; experience responding to press inquiries, writing press releases/ advisories and managing press events.

Director of Accreditation and Quality Improvement (\$75-\$85K DOE)

This position will assist the Executive Office in coordinating organization-wide activities toward performance management, continuous quality improvement, and application for Public Health Accreditation Board (PHAB) accreditation, using a health equity and racial justice lens. Master's degree in public health, public policy, public administration or related field with a concentration in policy, planning or management or related field required. A minimum of 10 years experience in research analysis, evaluation methodologies, writing reports and preparing presentations is required. BA/BS plus 12 - 15 years relevant experience or 15 years plus of relevant experience in lieu of the education requirement.

Director, Information Services (\$80-\$100K DOE)

Boston Public Health Commission is hiring a Director of Information Services responsible for managing the day to day operations and implementation of the BPHC Health Information Exchange and support the development of strategic direction for public health informatics within BPHC. Bachelor's degree is required. An advanced degree in a relevant technical discipline and /or health informatics is preferred. Project management experience related to information systems, websites and computer information databases, including three years experience supervising, training, and leading staff in data management at a large or complex organization; Knowledge and/or experience with HL7, meaningful use is essential.