**Program Manager: High Risk Veterans in Primary Care**

The Center for Health Equity Research and Promotion (CHERP) at the VA Pittsburgh Healthcare System is searching for a *Program Manager* to coordinate the activities of the Outcomes Core for the new High Risk Veterans (RIVET) Quality Enhancement Research Initiative (QUERI). RIVET QUERI is a five year, multi-region evaluation of evidence-based practice implementation to improve care for Veterans with multimorbidity who are at high risk for hospitalization and poor health outcomes. The Outcomes Core will evaluate the impact of new evidence-based practices on Veterans and VA providers. The *Program Manager* will also coordinate smaller related studies based in the primary care setting. This position will offer a dynamic and proactive individual an opportunity to make an impact on the quality of care for high-risk Veterans.

The *Program Manager* will oversee all work of the RIVET QUERI Outcomes Core including strategic planning for evaluation data collection and measurement, supervising the work of Core staff, coordination with teams locally and RIVET QUERI Cores based at other VA sites, and communication with partnering clinical sites and health system stakeholders. The *Program Manager* will also oversee design and conduct of related pilot studies. Additional duties include developing, writing and providing other assistance with preparation and submission of reports, briefs, abstracts and manuscripts.

**RESPONSIBILITIES:**

- Create and carry out project management plans
- Coordinate QUERI work with collaborating teams and sites
- Manage research regulatory tasks
- Oversee conduct of patient and provider surveys
- Oversee research staff in data collection, data management, coding and analysis
- Develop standard operating procedures for data collection, storage, management, and analysis
- Lead data entry quality control efforts
- Create summaries of findings in multiple modalities, including presentations and briefs
- Communicate with stakeholders about study processes and findings
- Contribute to manuscript development, including conduct of literature reviews and drafting methods and results

**QUALIFICATIONS:**

*Required:*

- A minimum of a master’s degree (health or social sciences) and 3-5 years of related experience
- Previous experience coordinating health research or evaluation projects
- Previous experience supervising project staff
- Demonstrated ability to work independently and take initiative
- Demonstrated ability to effectively manage multiple priorities and multi-level tasks
- Very strong verbal and written communication skills
- Able to produce and interpret descriptive statistical summaries
- Strong attention to detail, ability to work accurately and supervise the accuracy of others
- Ability to manage shifting priorities across multiple projects in a dynamic research environment
- Willingness to doing varied work that requires an intellectual and professional approach
- Skilled at working in a collaborative capacity

*Desirable:*

- Experience working with healthcare system and other healthcare stakeholders
- Experience conducting health-related surveys
- Expertise in data visualization and graphical communication of research findings

Interested candidates should send a resume or CV to Karin Daniels, PhD at Karin.Daniels@va.gov