



**TITLE:** Associate Director of Grants and Strategic Planning

**REPORTS TO:** Chief of Strategic Development

**DEPARTMENT:** Planning and Development

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**Position Overview:**

The Associate Director of Grants and Strategic Planning is responsible for supporting and enhancing the programs for a large community health center network in New York City through seeking, securing, and managing funding to support the centers' services. Under the direction of the Chief of Strategic Development, this position will also assist in the development and facilitation of Ryan Health's Strategic Plan. The position responsibilities include: supporting development and coordination of activities identified in the Network's Strategic Plan; coordination, development, and submission of a wide variety of applications in response to various Request for Proposals (RFPs); development of budgets and budget narratives; and coordinating the design, development, planning and implementation of capacity building projects. This work is carried out in support of the mission and goals of the Ryan Health.

**Education, Licenses, and/or Certifications Required:**

- Master's Degree in Public Health or related field preferred.

**Preferred Qualifications:**

- Supervisory experience.

**Disclaimer**

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. This position may be required to perform other duties. If such work becomes a permanent and regular part of the job, a new description will be prepared.

**Equal Opportunity Employer**

*Ryan Network is an Equal Opportunity / Affirmative Action Employer and does not discriminate because of age, color, disability, ethnicity, marital or family status, national origin, race, religion, sex, sexual orientation, gender identity, military veteran status, or any other characteristic protected by law. We are committed to attracting, retaining and maximizing the performance of a diverse and inclusive workforce.*

**The annual salary for this role is - \$90,000.00**

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