



**Position Announcement
Executive Director
North Alabama Area Health Education Center
Huntsville, Alabama**

Position Description:

Under the direction of the North Alabama Area Health Education Center (AHEC) Board of Directors, and working with the Alabama Statewide AHEC Program Office, the Executive Director provides administrative and programmatic management and leadership for North Alabama AHEC.

This includes regional development of services and programs that support health careers promotion, student and resident experiential education, community health awareness and professional continuing education within the AHEC 13-county service area.

Principal Responsibilities:

The North Alabama AHEC is seeking a qualified candidate to serve as the Executive Director for this new AHEC Center to be located in Huntsville, Alabama. Duties include but are not limited to developing, directing, and promoting immediate and long-term programs and projects, maintaining a professional staff, preparing and managing an annual budget, and carrying out the organization's goals and objectives to ensure compliance with the contractual terms between the Alabama Statewide AHEC Program Office and the U.S. Department of Health & Human Services Health Resources and Services Administration, and others.

Minimum Experience and Qualifications:

The position requires a Master's degree, preferably in a health-related, business or education field, with a minimum of 3-5 years of management or administrative experience. Demonstrated experience in human resources supervision, fiscal management, and developing community collaborations and partnerships is essential. Prefer experience with health-related organizations, not-for-profit management, grant writing, and fundraising.

Compensation:

Commensurate with experience; anticipate salary between \$55,000 - \$65,000, plus benefits.

Interested candidates should electronically submit resumé with cover letter describing your skills and experience to:

Dr. Cindy Selleck
Program Director, Alabama Statewide AHEC Program
cselleck@uab.edu

Position will close on February 28, 2015, but interviews will be conducted ongoing throughout until the position is filled.