

POSITION ANNOUNCEMENT
TENNESSEE DEPARTMENT OF HEALTH
Project Director
Information Technology Services Division

The Mission of the Tennessee Department of Health (TDH) is: Protect, promote and improve the health and prosperity of people in Tennessee. The Department serves over 6.45 million Tennesseans, along with those who visit our state, are touched directly or indirectly by TDH operations. One in five, some 1.4 million people, are directly served each year through a network of 89 rural and six metropolitan county health departments, while others are impacted by inspections of restaurants, healthcare and related facilities; registration or receipt of vital records; protection from communicable illness; licensing of health professionals; specialized laboratory testing and other many other services and programs.

Job Responsibilities:

The Project Director will report directly to the Project Management Office Director in the Information Technology Services Division (ITSD).

- Manage and coach project managers to enhance their understanding and use of project methodologies and principles.
- Responsible for planning, initiating and managing large, complex information technology projects in the Department of Health...
- Ensure staff develop project documents that adhere to the State of TN project management methodology and the Department of Health's standards.
- Establish and manage stakeholder expectations.
- Manage other project managers that collaborate with project stakeholders to identify and resolve/escalate problems as appropriate
- Ensure all projects are completed with high quality standards, and an excellent level of customer service for all customers.
- Facilitate meetings and conference calls with the Project Managers, Stakeholders and Executive Leadership in the Department.
- Identify skill sets needed to complete projects tasks, assess whether project team members possess the necessary skills and if necessary work with functional managers to develop a training plan for project team resources to fill the knowledge gap.
- Develop and interpret organizational goals, policies, performance standards and procedures.

Minimum Qualifications:

Graduation from an accredited college or university with a bachelor's degree and ten years of professional level experience in project management, preferably in healthcare or information systems-oriented environments. Included in the ten years of experience should be at least three years of current experience independently leading a project team from the beginning of the project to completion and at least one year of experience leading a project team using AGILE methodology. Advanced level of knowledge of project management best practices and methodologies is required (e.g., PMI PMBOK).

The ideal candidate would have in addition to the minimum qualifications:

- A current Project Management Professional (PMP) certification or other IT industry certifications (PMI-ACP, PSM I, PMI)
- Strong understanding of computer technologies
- Ability to anticipate, identify and overcome the technical risks involved with software product development
- Strong interpersonal skills
- Strong leadership and communication skills

This is an executive service position reporting to the Project Management Office Director. Interested applicants should send a resume to Carole Sumner (Carole.Sumner@TN.gov). The State of Tennessee is an equal opportunity, equal access, affirmative action employer.