



## Job Announcement

### SENIOR PROGRAM MANAGER

The Center for Health Care Rights (CHCR) is a Los Angeles-based nonprofit organization dedicated to the mission of assuring consumer access to quality health care through education, counseling, informal advocacy and legal services. CHCR's Medicare direct services empower elderly and disabled consumers and their family members to use Medicare, Medi-Cal and other health benefits effectively, make informed health care choices and take appropriate action to resolve their health care problems. CHCR program services include:

***Counseling and Informal Advocacy:*** CHCR counseling and informal advocacy services help clients understand their Medicare and Medi-Cal rights and benefits, obtain access to programs that provide help with medical expenses, and resolve health care problems that are creating access to care problems.

***Legal Assistance:*** CHCR's Staff provide Medicare beneficiaries with legal advice and/or representation to resolve serious Medicare and Medi-Cal access to care or claim denial problems.

***Community Education and Outreach:*** CHCR provides free education seminars on Medicare, Medi-Cal and other health care topics for Medicare consumers, caregivers and health and social service providers.

The Center for Health Care Rights (CHCR), is recruiting for a full time Senior Program Manager. Job responsibilities include:

- Participate in the program planning, management and evaluation activities of CHCR's HICAP Program grant activities,
- Develop strategies for community education programs and outreach activities that will provide effective HICAP services to the diverse ethnic older adult population.
- Work with the HICAP Program Manager to strengthen and develop the HICAP Volunteer Program capacity and infrastructure to increased services.
- Serve as a HICAP Staff Counselor and Community Educator.

**Job Qualifications:** A bachelor's degree or higher in the social sciences or related field. 5-10 years program management experience with a non-profit agency required. Interest in health care advocacy preferred. Excellent communications, public speaking and organizational skills. Computer literate in internet research, proficiency in Access, Excel, Microsoft Word, PowerPoint. Valid California drivers' license and proof of insurance. Job applicants who are bilingual in Spanish, Korean, Mandarin, Russian or Armenian are encouraged to apply.

**Background Check & Screening:** Applicants considered for hire must pass a criminal background check.

**Salary and Benefits:** The starting salary range is \$72,000 - \$90,000 depending upon qualifications. Employer 100% paid premium health and dental benefits, paid parking and a tax deferred annuity program.

**Send resume and cover letter by e-mail to:** [center@healthcarerights.org](mailto:center@healthcarerights.org) **Attention: Human Resources**

**Center for Health Care Rights, an equal opportunity employer, encourages all applicants to apply, and does not discriminate based on race, ancestry or national origin; color; sex; sexual orientation; religion; physical disability; marital status; or age.**