



May 8, 2026
Human Services Program Specialist
Salary Grade (71)
Salary Range: \$60,822.00 to \$97,232.00
Position #463-44-100

It is the practice of GVPH to post the entire salary range for each job posting from hiring level to top of the range. Salary offers will be commensurate with experience, education, and equity with others in the agency upon hire. Local government entities may not offer salary levels outside of the posted salary range for each job posting.

Granville Vance Public Health (GVPH) is seeking a highly motivated and skilled Project Manager to support regional public health initiatives through project coordination, planning, implementation, evaluation, and multi-partner collaboration.

PRIMARY PURPOSE: The primary purpose of this position is to provide professional planning, coordination, implementation, and evaluation support for grant-funded regional public health and human services initiatives across a multi-county service delivery network. Responsibilities include project management, stakeholder coordination, data analysis, performance monitoring, reporting, and continuous quality improvement activities in support of regional partnerships and community health initiatives.

INTRICACY: Considerable knowledge of project coordination, program planning, evaluation methods, and grant management practices; ability to collect and analyze programmatic data, prepare reports, coordinate multiple stakeholders and projects simultaneously, and communicate effectively with public health professionals, community organizations, leadership teams, and the general public.

MINIMUM REQUIREMENTS: Master's degree in public health, public administration, health administration, social work, sociology, psychology, human services, or a closely related field and one year of experience in program planning, project coordination, evaluation, grant administration, or human services program management; or graduation from a four-year college or university with a closely related degree and three years of related experience; or an equivalent combination of education and experience.

Preferred qualifications include experience with grant-funded initiatives, program evaluation, data reporting, quality improvement methodologies, and public health or cross-sector community initiatives.

Equivalent Combination of Education and Experience: Some positions may allow applicants to qualify through an equivalent combination of education and directly related experience. This means applicants may qualify through years of education, years of directly related experience, or a combination of both, when applicable to the position requirements

COMPENSATION PACKAGE: GVPH offers competitive benefits including paid group medical insurance, N.C. Local Government Employees Retirement System membership, thirteen paid holidays, vacation and sick leave. Other voluntary group benefit options are available, including 401(k), 457(b), dental insurance, life insurance, vision insurance and flexible spending accounts.

APPLICATION PROCESS: To apply for this position, interested applicants must submit the following: a completed State application (PD 107), certified college transcripts and three work-related references. This position is open until filled with first review of applications on May 15, 2026. Applicants may submit via email to humanresources@gvph.org or postal mail to:

Human Resources Manager
Granville Vance Public Health
Post Office Box 367
Oxford, North Carolina 27565

SELECTION PROCESS: The selection process includes review of qualifications, structured interviews, reference checks on qualified applicants and successful completion of a pre-employment drug screen. This position will remain open until it is filled.