

## Michigan Public Health Institute Position Description

**Title:** Antimicrobial Stewardship (AMS) Coordinator

**Employee Name:** TBD

**Supervisor:** Brenda Brennan, Surveillance for Healthcare-Associated and Resistant Pathogens (SHARP) Unit; Michigan Department of Health and Human Services (MDHHS)

**Purpose:** This full-time AMS Coordinator will work on projects funded by the Centers for Disease Control and Prevention. The AMS Coordinator will coordinate MDHHS Antimicrobial Stewardship Initiatives and lead AMS activities, engaging multiple partners across the state, as well as, other AMS-related efforts in the SHARP Unit.

### Duties and Responsibilities:

- Coordinate the Communities of Care Initiative which brings 2 communities (an acute care facility, long-term acute care facilities and skilled nursing facility) together to focus prevention efforts around AMS
- Coordinate the Antimicrobial Use and Resistance (AUR) pilot project which focuses on a cohort of facilities implementing the AUR module in the National Healthcare and Safety Network (NHSN)
- Become a subject matter expert and assist facilities with the implementation of AUR in NHSN
- Lead the AMS Subcommittee of the HAI Prevention Advisory Group
- Assist with data collection, analysis, and reporting
- Create and design, together with our Health Educator, website content for MDHHS's AMS webpage
- Collaborate with partnerships on other statewide AMS efforts
- Work with partners from national and state professional organizations, acute care, long term acute care and long term care to develop standardized training sessions based on infection control needs assessments
- Maintain a positive, strong, credible, professional and interpersonal relationship with all parties relevant of MPH I projects, and represent to the best interest of MPH I at all times
- All other duties as assigned

### Qualifications/Requirements

**Education:** Possession of a master's degree in public health or public health-related field such as epidemiology, biology, microbiology, pharmacy or pharmaceutical sciences.

**Experience:** Two years of professional experience in an equivalent position of this type or positions with experience in program development. Highly desirable: Experience working with multiple groups and project coordination.

**Important Skills and Characteristics:** Employee must have excellent oral and written communication skills and be able to work well in team situations. Self-motivated with the ability to motivate others, ability to complete work in a timely manner; a positive attitude and professional demeanor. Knowledge of public health, healthcare associated infections and antibiotic resistance is preferred.

**Work Environment and Physical Requirements:** Standard office environment. Job may require moderate physical effort including lifting materials and equipment of <50# and involves viewing a CRT or VDT screen 25–75% of the time

**RESPONSIBILITY FOR THE WORK OF OTHERS:**

No assigned responsibility.

**IMPACT ON PROJECTS, SERVICES, AND OPERATIONS**

This position is funded by a limited term award by the Centers for Disease Control and Prevention. The person in this position interacts with healthcare workers via meetings, telephone conversations, webinars and site visits. This position is responsible for coordinating AMS Initiatives and ongoing AMS efforts. Employee will have a direct impact upon AMS education, AMS surveillance program data collected, and building upon strong relationships with our healthcare partners.

**REQUIRED COMMUNICATION**

Contact Person/Group	Frequency	Purpose
1. Brenda Brennan	Weekly/Daily	Supervision/Project Oversight
2. Noreen Mollon	As needed	Consultation
3. Sara McNamara	As needed	Consultation
4. Chardé Fisher	As needed	Consultation
5. Elisia Ray	As needed	Consultation
6. Kenneth Onye	As needed	Consultation
7. Other state, federal, and local agencies	As needed	Communication
8. Healthcare Workers	As needed	Communication

“For purposes of employment standards, this classification is “Exempt” from the overtime provisions of the Fair Labor Standards Act.”

Signature \_\_\_\_\_  
Employee Signature

Date \_\_\_\_\_

Signature \_\_\_\_\_  
Supervisor or Program Director

Date \_\_\_\_\_