**LEND Program Coordinator – PVL 88001**

**Education:** A Bachelors' degree required in public health, health science, social science or related field. Masters' degree preferred.

**Appointment Percentage:** 50% – 75%

**Full Time Salary Rate:** minimum $42,167 annual – depending on qualifications.

**Number of Positions:** 1

**Minimum Number of years or type of relevant work experience:**

Well qualified applicants will have the following preferred experience:

- Familiarity with or experience working in an interdisciplinary program.
- Experience in instructional education and curriculum development, program administration and planning.
- Experience and familiarity with graduate student education. Prior experience engaging, providing guidance and consultation to individuals at the graduate level.
- Experience in implementing and evaluating training programs and curriculum.
- Experience with LEND programming and training competencies.
- Experience with web-based training materials and databases.
- Experience or familiarity with neurodevelopmental and intellectual disabilities.

**Job Summary:**

This position will be within the Maternal and Child Health work unit, University Center for Excellence in Developmental Disabilities (UCEDD). The duties of this position will be to serve as the LEND Program Coordinator within the Wisconsin Leadership Education in Neurodevelopmental and Related Disabilities (WI LEND) Program and will be responsible for curriculum and curriculum development, in order to train graduate students and other learners.

WI LEND is an advanced training program funded by the Maternal and Child Health Bureau for graduate students, family members, self-advocates, and select community professionals. WI LEND offers training to approximately fifty trainees and fellows a year across 15 disciplines: Audiology, Family, Genetics/Genetic Counseling, Human Development and Family Studies, Medicine/Pediatrics, Nursing, Nutrition, Occupational Therapy, Physical Therapy, Psychology, Public Health, Person with Developmental Disability, Social Work, Special Education, and Speech/Language Pathology.

For a complete list of duties and qualifications please see:


We offer an excellent benefits package as well as a competitive salary based on qualifications.
How to Apply:

E-mailed applications preferred. Please submit a cover letter and resume detailing your interest and qualifications as it relates to this position. Please send applicant materials to:

Contact: Tracy Henning, University Services Associate I
Email: henning@waisman.wisc.edu.
Address: 1500 Highland Ave, Room S101
          Madison, WI 53705
Phone: 608-265-9852

Questions about the position can also be directed to Tracy Henning at 608-265-9852 or at henning@waisman.wisc.edu.

To ensure consideration for this position, applications must be received by October 07, 2016.

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If you need to request an accommodation because of a disability you can find information about how to make a request at the following website: http://www.oed.wisc.edu/478.htm

Note: Unless confidentiality is requested in writing, information regarding applicants and nominees must be released upon request. Finalists cannot be guaranteed confidentiality. UW-Madison is required by law to request data from applicants for employment in order to monitor its recruitment and selection practices. In order for us to meet this federal reporting requirement, please go to http://www.oed.wisc.edu/reports-and-forms.htm to fill out the Voluntary Self-Identification of Disability Form and the Applicant Self-Identification Form for Protected Veterans.

Please reference the Position Vacancy Number 88001 when uploading your completed forms. Completing these forms is voluntary and your responses will be kept confidential and is not considered as part of the hiring criteria.

The UW-Madison is an EEO/AA Employer. We promote excellence through diversity and encourage all qualified individuals to apply. A criminal background check will be conducted.