



## Notice of Vacancy

**Issue Date:** 7/11/2025

**Closing Date:** 7/25/2025

**Contractor Stipend Compensation:** \$5,500

**Location:** 225 East State Street, Trenton, NJ  
08625

**Vacancies:** 4

*\* Please note that this is a contractor position and will be compensated as a stipend, paid in increments. Selected candidates will receive a contract outlining payment schedule from NJMIHIA's fiscal agent upon selection.\**

**Overview:** In July 2023, Governor Murphy signed S3864, also known as the “New Jersey Maternal and Infant Health Innovation Center Act”, which created the New Jersey Maternal and Infant Health Innovation Authority (MIHIA), the first of its kind in the nation. MIHIA is tasked with overseeing the New Jersey Maternal and Infant Health Innovation Center (MIHIC) based in Trenton and will be the government entity that continues the vital work of Nurture NJ for years to come. Nurture NJ is the statewide program that was launched by First Lady Tammy Murphy in 2019 to reduce the maternal and infant mortality epidemic in New Jersey and ensure equitable care among women and children of all races and ethnicities.

MIHIA officially launched March 27, 2024. MIHIA will lead the State's efforts to coordinate, promote, and implement education, policymaking, research, innovation, and perinatal workforce development, among other things, with a particular focus on eliminating racial disparities in maternal and infant health outcomes.

The New Jersey Maternal and Infant Health Innovation Authority is seeking Doula trainers to administer its Community Based Doula Curriculum. This training is in place to foster expansion of a culturally responsive, scalable, and professionalized doula workforce dedicated to improving maternal and infant health outcomes for the most disproportionately affected populations in New Jersey. This expanded workforce will be prepared to meet the needs of NJ Family Care clients. The ideal candidate is deeply committed to reproductive justice and advancing equity in perinatal health. They bring a values-driven, community-centered approach to training, along with strong



skills in leadership and training adult learners. We are looking for trainers but more importantly mentors, individuals who will support new doulas from initial training to successfully supporting NJ Family Care clients.

### **Essential Duties and Responsibilities**

1. Administer NJMIHIA Community based doula curriculum to inaugural class of doula trainees.
2. Act as a Subject Matter Expert (SME) on NJMIHIA's Community Based Doula Training.
3. Maintain knowledge of the concepts and practices associated with community health issues, particularly with pregnant women, prenatal care, parenting and other services for birthing people, children and families.
4. Conduct workshops and training sessions for aspiring doulas, focusing on perinatal care, childbirth education, postpartum support, and cultural competency.
5. Provide ongoing guidance and support to trainees, helping them build confidence and skills.
6. Maintain accurate records of training sessions, participant progress, and program outcomes, before and during post- training sessions.
7. Assist doula trainees in achieving all requirements to enroll in NJ Family Care.
8. Serve as a mentor for NJMIHIA-trained doulas, supporting them in developing their business structure and completing the requirement of attending three births.
9. Flexibility to work evenings and weekends.



## **QUALIFICATIONS & REQUIREMENTS**

1. Bachelor's in public health, social work, or related field preferred; or equivalent professional experienced working and training as a doula.
2. Minimum 5 years experience working as a doula or adequate birth support experience. Proven track record as a trained doula with experience in both birth and postpartum care.
3. Completion of 50 births attended as the primary Doula provide support to clients. At least one birth should be within five years of applying for this position.
4. Passion for addressing maternal health disparities and serving disproportionately affected families. Familiarity with NJMIHIA mission and vision. Working knowledge of inequities in Black infant and maternal health.
5. Experience leading and facilitating community classes and workshops. Inclusive of knowledge of reproductive anatomy and ability to communicate with non-health care professionals. Extensive experience in teaching perinatal adult education. Strong interpersonal and teaching abilities to engage trainees and community members.
6. Resident of New Jersey with a solid grasp of the diverse New Jersey landscape.
7. Active driver's license and access to reliable transportation and ability to travel long distances.
8. Excellent oral, written, interpersonal and public speaking communication skills. Computer literacy (PowerPoint, Virtual meeting platform) to complete the virtual walk through of the NJMIHIA Community Based Doula Curriculum Trainer guide.



9. Demonstrated ability to work independently as well as collaboratively in a team environment.
10. Ability to work effectively with diverse populations and provide culturally responsive care.
11. Certification in breastfeeding e.g. CLC, CLE, CBS or other (preferred).
12. Serve NJ Family Care clients (preferred).

#### **Submission Requirements**

- Curriculum vitae or resume
- Cover letter
- Proof of doula certification and in good standing with training organization
- Proof of formal education, training or experience in the following areas:
  - Project management
  - Community leadership or advocacy
  - Experience working within or with doula agencies

#### **INSTRUCTIONS TO APPLY**

Submissions must be received by the deadline listed below in order to be considered. Failure to submit all required documents may result in an ineligibility determination. Interviews will be granted on the basis of the resume.

If you are qualified, please submit the documents listed below by **5:00 p.m. on July 25, 2025:**

- Curriculum vitae or resume



- Cover letter -should include years of experience working as a doula, professional training that makes applicant a good candidate i.e., CLC, Perinatal Mental Health, CBC, CHES, CHW, Childbirth Educator, etc., primary language, experience working with NJ Family Care
- Proof of doula certification and in good standing with training organization

Email address: [Doula@njmihia.gov](mailto:Doula@njmihia.gov)

(Please list the “**NJMIHIA Community Based Doula Trainer**” in the Subject Line)