



## Notice of Vacancy

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

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

**Pay Rate:** \$37.57 per hour

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

**Vacancies:** 4 Part-time positions (not to exceed 25 hours a week)

**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 (NJMIHIA) is seeking Doula Program Compliance Specialists to support NJMIHIA in the implementation of its doula related Initiatives. Reporting to the Doula Program Management Officer these individuals will support NJMIHIA in its role as the Doula Learning Collaborative Coordinator and in the implementation of NJMIHIA’s Community-Base Doula Training. The ideal candidate is deeply committed to reproductive justice and advancing equity in perinatal health. They approach their work with a strong sense of community and values-driven advocacy for doulas in clinical settings and possess strong leadership and project management skills.



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### **Essential Duties and Responsibilities**

1. Act as a Subject Matter Expert (SME) on NJMIHIA's doula programs, contributing expertise to strategy development, implementation, and evaluation.
2. Assist NJMIHIA in establishing relationships with hospital and health systems to facilitate hands on training for doulas.
3. Represent NJMIHIA at meetings and stakeholder engagements as directed by NJMIHIA leadership.
4. Aid in the design and implementation of programs that provide prenatal, birth, and postpartum support to community e.g., creating educational materials, organizing doula convenings and events.
5. Serve as NJMIHIA's Doula Liaison, representing NJMIHIA at key public meetings and fostering relationships with health systems, and other stakeholders identified by NJMIHIA.
6. Work to establish relationships with local communities, healthcare providers, and other organizations to raise awareness about the benefits of doula support and to collaborate on initiatives that support families.
7. Collaborate with the NJMIHIA team to implement digital and direct outreach strategies, including social media campaigns, email blasts, and targeted communications to doulas and partner organizations.
8. Maintain knowledge and support continuous improvement of the Supplemental Community Competency Training (SCCT) to align with best practices and Medicaid training requirements.



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9. 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.
  
10. Assist NJMIHIA with ongoing doula initiatives and manage reporting for NJMIHIA's doula initiatives.

**QUALIFICATIONS & REQUIREMENTS**

- Minimum 3 years of direct doula care experience with clients in New Jersey
- Minimum 3 years of project management experience
- Resident of New Jersey
- Demonstrated ability to work independently as well as collaboratively in a team environment.
- 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
- 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

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

(Please list the “**Doula Program Compliance Specialist**” in the Subject Line)