Position:

Program Manager, Dartmouth Center for Precision Health & Artificial Intelligence (CPHAI)

Job Overview:

The Dartmouth Center for Precision Health and Artificial Intelligence (CPHAI) seeks an industrious and proactive Program Manager to execute our mission and strategy, enhancing precision health through artificial intelligence (AI) and machine learning applications. The role presents a unique opportunity to collaborate with leading researchers, clinicians, and students, participating in research that pushes AI technology's boundaries in medicine. As a Program Manager, you will contribute to shaping CPHAI as a premier research and educational hub, making significant impacts in this fast-evolving field. Your contributions will foster an inclusive research and educational environment, ensuring the ethical, equitable, and accessible use of transformative technologies in healthcare.

Key Responsibilities:

- Strategic Planning and Execution: Design, implement, and monitor strategic plans, managing all stages of program development for the Center's initiatives.
- Facilitate Collaboration: Foster communication between the Center's leadership and members, enhancing multi-disciplinary collaboration among clinicians, researchers, and technologists.
- Stakeholder Engagement: Maintain clear, continuous communication with a broad range of stakeholders, including clinicians, researchers, and the wider community.
- Performance Evaluation: Regularly assess program outcomes against strategic objectives, promoting continuous improvement and progress.
- Communication: Lead the creation of our seasonal newsletter and ensure our website is current with new information and event updates. Also, enhance the Center's visibility through strategic social media engagement.

Qualifications:
- Minimum of a master's degree in a related field; an MBA or PhD degree is preferred.
- Prior experience in program management, ideally in an academic or research setting.
- Demonstrable ability to manage complex programs and lead multi-disciplinary teams.
- Basic computational proficiency and understanding of AI and machine learning, coupled with a desire to deepen knowledge in these areas.
- Exceptional communication skills, with the ability to engage effectively with diverse team members and stakeholders.

Work Arrangement:
The work arrangement is flexible, accommodating in-person, hybrid, or remote working scenarios.

About Dartmouth and CPHAI:
Dartmouth College, an Ivy League research university founded in 1769, is a leading teaching and research institution in the United States, dedicated to finding solutions to the world's most challenging problems and preparing students for leadership roles. Located in New Hampshire, Dartmouth resides alongside the Connecticut River, boasting picturesque landscapes, diverse recreational opportunities, and rich cultural offerings. Metropolitan areas like Boston, Montreal, and New York are within a few hours drive.

As the birthplace of AI, Dartmouth, through CPHAI, is poised to shape the future of precision health, continuing its legacy of research and educational excellence. CPHAI's mission is to foster novel, interdisciplinary AI and machine learning research to harness biomedical data, advancing public health, and healthcare delivery. By doing so, CPHAI aims to position Dartmouth as a pioneering force and global leader in precision health. Originating from the Geisel School of Medicine, CPHAI has close partnerships with Dartmouth Arts and Sciences, Thayer School of Engineering, Tuck School of Business, Dartmouth Cancer Center, and Dartmouth Health's clinical departments.

For more information about CPHAI, please refer to our [website](#) and [press release](#).

How to Apply:
Submit your CV and cover letter via our [job application portal](#). CPHAI is an equal opportunity employer. We value diversity and are committed to creating an inclusive environment for all employees.