



Foundation for
Healthy Communities
Partnering to improve health for all.

Project Director, Rural Health Transformation

Foundation for Healthy Communities

The Foundation for Healthy Communities is seeking a Project Director to join our Rural Health Transformation team at a pivotal moment. The Rural Health Transformation Program (RHTP) is a first-of-its-kind, CMS-funded initiative to fundamentally strengthen rural health care across New Hampshire, expanding access to primary care, behavioral health, workforce development, and technology infrastructure in communities that need it most. The Project Director will own the end-to-end delivery of one or more assigned RHTP initiatives. RHTP is a multi-year, grant funded effort designed to strengthen rural health systems and improve population health outcomes across New Hampshire. The Project Director will lead program strategy, managing subrecipient relationships, overseeing budgets and ensuring every activity meets the federal compliance and reporting standards required by CMS and GO-NORTH. This is a rare opportunity to build something meaningful at scale.

This position requires exceptional project management, organizational and administrative skills. The Director must consistently represent the mission, goals and stakeholders of the Foundation for Healthy Communities in all internal and external interactions.

Essential Functions:

- Lead Planning and execution of assigned RHTP initiatives, including development and ongoing management of detailed project plans aligned with the approved scope of work and CMS permissible use categories.
- Participate in RHT planning and execution of RHT programs.
- Manage all administrative tasks related to assigned projects.
- Manage internal and external financial and program reporting requirements.
- Monitor subrecipient progress against approved deliverables and timelines, identifying risks early and implementing corrective action plans as needed.
- Establish and maintain timely communications with all project stakeholders.
- As needed, supervise and develop subject matter experts (SMEs) and program staff assigned to the initiative, setting clear performance expectations and conducting regular check-ins.

- Manage assigned program budget, tracking expenditures against approved budget categories, reviewing subrecipient invoices for allowability, and flagging variances to the VP of Rural Health Transformation.
- Assist in the preparation of quarterly and annual reports to GO-NORTH and CMS, including programmatic narrative, milestone status, subrecipient activity summaries and financial exhibits.
- Coordinate with the Grant Compliance Coordinator to ensure subrecipient documentation, monitoring visits and corrective action follow-up are completed on schedule.
- Represent FHC in meetings with GO-NORTH, CMS, hub contractors and community partners, maintaining professional relationships that advance the program's goals.
- Utilize selected organizational systems to maintain accurate program records, track action items and support data-driven decision making.
- Build familiarity with 2 CFR Part 200 Uniform Guidance, particularly subrecipient monitoring requirements.

Skills and Knowledge:

- Understanding of population health improvement, rural health and health care systems in New Hampshire.
- Ability to work independently while maintaining connections with a broader staff team.
- Collaboration with internal and external stakeholders.
- Exceptional organizational and planning skills with an ability to prioritize, drive and complete multiple projects under stringent deadlines.
- Strong customer service and communication skills.
- Understanding of federal and state grant administration, including financial reporting and compliance.
- Problem solving and adaptability.

Qualifications:

- Bachelor's degree or 5+ years of related experience in lieu of degree.
- 3-5 years' experience in health care, public health and/or community health improvement.
- 2-3 years of supervisory or managerial experience.

The grant funded position is full-time exempt, benefits eligible and is office based in Concord, NH with the potential for hybrid remote work. The position reports to the Vice President Rural Health Transformation. The hiring salary range is \$70,000-\$85,000.

Interested candidates may apply by supplying a cover letter and resume to Travis Boucher, VP Rural Health Transformation at travisboucher@healthynh.org by Monday, June 15, 2026.