

Honorable Pulaali'i Nikolao Pula
Governor

Honorable Pulumata'ala Ae Ae Jr.
Lieutenant Governor



Titiaoalii Dr. Asenati Saau-Umi
DHR Director

Max Tuitele
Deputy Director

Falo Johansson
Deputy Director

AMERICAN SAMOA GOVERNMENT
DEPARTMENT OF HUMAN RESOURCES
PAGO PAGO, AMERICAN SAMOA 96799

JOB ANNOUNCEMENT

Job Title: Program Director		Posting Date: February 03, 2026	Serial No.: 018-26
Department/Division: Health / CHC		Closing Date: February 24, 2026	Announcement No.: 018-26
Type of Position: Temporary Appointment	Posting Type: Employment Opportunity/ Open to the Public	Pay Grade and Salary Range: GS-16/\$25,012 - \$65,572p.a.	

General Description:

Program Director is responsible for overseeing the overall management and strategic direction of the community health centers. Duties typically include developing and implementing the center's mission and strategic plans, ensuring the delivery of high-quality medical, dental, and mental health services, managing the center's financial affairs including budgeting and financial reporting, overseeing staff recruitment, development, and performance evaluations, and acting as a liaison between the board of directors and the center's staff.

Key Duties and Responsibilities:

- **Strategic Leadership and Governance:** Guide the leadership team and govern the organization towards achieving excellence in healthcare delivery. Ensure all strategic objectives align with the organization's mission and comply with statutory and regulatory requirements.
- **Financial and Operational Oversight:** Monitor the financial and operational performance of the organization, identifying negative trends and implementing corrective measures in a timely manner. Ensure transparency and accountability in all financial dealings.
- **Grant and Funding Management:** Oversee grants applications and management, ensuring all funds are utilized in accordance with grant requirements. Prepare and present clear and comprehensive funding submissions and reports.
- **Clinical and Staff Supervision:** Supervise the Clinical Director and middle management teams, fostering a culture of high performance, continuous improvement, and professional development.

This is an Equal Employment Opportunity Employer

Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799
Ph: (684) 633-4485/ Email: hr@americansamoa.gov / Fax: (684) 633-1139

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- Compliance and Quality Improvement: Maintain compliance with HRSA standards and other relevant healthcare regulations. Lead quality improvement initiatives and support the organizations participation in accreditation programs.
- Stakeholder Engagement: Maintain effective communication with the Board Executives, providing regular updates on the health centers performance and strategic direction. Collaborate with various stakeholders to ensure a coordinated approach across all services.
- Safety and Risk Management: Oversee and manage quality, risk, and occupational health and safety issues in accordance with CAH policies. Encourage a cultural of safety and respond promptly to health and safety concerns.
- Perform other job-related duties as assigned.

Knowledge, Skills, and Ability:

- Minimum of 3 years of senior management experience in a healthcare setting.
- Proven track record of effective team management and results-driven leadership.
- Excellent organizational, decision-making, and financial management skills,
- Strong communication and interpersonal skills for engaging with various.

Academic and Experience Requirements:

- Applicant must have a master degree from an accredited university or college, plus 5 years of relevant work experience, 3 years of supervisory capacity OR bachelor degree, plus 6 years, 4 years of supervisory capacity.
- Years of progressively responsible working experience may be substituted for a portion of the academic requirement.
- Salary will be adjusted according to experience.

Complete information concerning this vacancy may be obtained from the Personnel Division of the Department of Human Resources, or please contact the Recruitment unit at 633-4485.

Fa'afetai tele,



Titiaolii Dr. Asenati Ietitaia Sa'au-Umi
Director, Department of Human Resources

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