

Emersyn Santana

Birth Defects Program Unit Manager

☎ (803) 555-7624

✉ emersyn.santana@example.com

🌐 linkedin.com/example/emersynsantana

📍 Columbia, SC 29205

STRENGTHS

- 📌 **Surveillance Quality**
Recurring record reviews exposed reporting gaps early, giving partners clearer data and helping leaders trust population findings.
- 👥 **Staff Leadership**
When priorities competed, structured schedules and candid reviews helped eight staff stay focused on accurate, timely delivery.
- ♥ **Grant Stewardship**
Grant narratives, budgets, contracts, and activity reports stayed connected to objectives, giving funders a clearer view of impact.
- 🤝 **Partner Collaboration**
Clinical, academic, government, and community partners became practical allies through technical assistance and plain language data discussions.
- 📊 **Public Health Translation**
Analytic summaries turned surveillance patterns into prevention, referral, and research conversations that partners could act on.

SKILLS

Birth Defects Surveillance
Maternal and Child Health
Population Health Surveillance
Program Management
Staff Supervision
Performance Reviews
Program Planning
Program Evaluation Grant Writing
Grant Administration
Principal Investigator RFPs

SUMMARY

Public health program manager with 13 years of progressive experience across **maternal and child health, birth defects surveillance**, population health monitoring, grant administration, program evaluation, and multidisciplinary partnerships. Leads surveillance portfolios, supervises staff, reviews performance, strengthens **data quality**, identifies reporting gaps, and translates health information into prevention, research, referral, and partner education efforts. Experienced as a principal investigator, grant writer, contract reviewer, and provider of technical assistance for clinical, governmental, academic, and community partners. Advanced training includes a **Master of Public Health** and Certified in Public Health credential. Career experience supports effective planning, activity reporting, emergency response, and informed decisions that improve maternal and child health services for communities.

EXPERIENCE

Maternal and Child Health Program Manager

Carolina Maternal Health Collaborative 📅 May 2022 - Present 📍 Columbia, South Carolina

Leads a statewide maternal and child health surveillance portfolio, supervising eight staff and coordinating data quality, grants, partner deliverables, referrals, and prevention initiatives. Connects program strategy with reliable **population health information**, funding accountability, and community value.

- Directed surveillance work plans for eight staff, improving priorities, deliverables, and population health reporting.
- Validated **maternal and child health** records through recurring quality reviews, identifying gaps for partner follow up.
- Conducted **performance reviews** and coached epidemiology staff, strengthening accurate reporting and timely program execution.
- Served as **principal investigator** for grants, aligning objectives, budgets, narratives, and activity reports.
- Reviewed **requests for proposals** and contracts supporting data, referral, and community services.
- Built partnerships with health systems and researchers, turning surveillance findings into **prevention** and referral support.

Senior Public Health Program Coordinator

Southeastern Health Analytics Partnership 📅 February 2019 - April 2022 📍 Charleston, South Carolina

Coordinated **maternal and child health** initiatives that linked surveillance findings with prevention planning, referrals, technical assistance, and partner education. Supervised four specialists while guiding schedules, evaluation, grant reporting, and collaboration across epidemiology, clinical, research, and community settings.

- Coordinated surveillance projects that connected population findings with **prevention planning** and referral resources.
- Supervised four specialists through schedules, quality reviews, evaluations, and clear delivery priorities.
- Analyzed reporting completeness, locating **surveillance gaps** that guided follow up with community partners.
- Wrote grant narratives and progress reports, linking funding requests with measurable program objectives.
- Delivered **technical assistance** on data interpretation, reporting practices, and **population health information**.
- Connected epidemiology, clinical, research, and **community partners** to resolve implementation barriers.

Contracts Technical Assistance

Data Quality

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Maternal and Child Health Program Manager at Carolina Maternal Health Collaborative (4.4 Years)

● Senior Public Health Program Coordinator at Southeastern Health Analytics Partnership (3.2 Years)

● Public Health Surveillance Specialist at Coastal Family Health Institute (2.5 Years)

● Program Evaluation Analyst at Midlands Community Health Network (2.8 Years)

● Public Health Research Associate at Piedmont Public Health Research Center (1 Months)

Public Health Surveillance Specialist

Coastal Family Health Institute 📅 July 2016 - January 2019 📍 Myrtle Beach, South Carolina

Managed surveillance records and **data quality** workflows supporting maternal and child health monitoring. Prepared analytic summaries, investigated inconsistent reports, supported birth defects activities, and provided technical guidance that helped partners submit usable information for prevention and research.

- Managed surveillance records and quality workflows supporting population level **maternal and child health** monitoring.
- Investigated incomplete reports through record review and partner follow up, improving dataset reliability.
- Prepared analytic summaries that connected surveillance patterns with **prevention** and resource discussions.
- Supported birth defects projects through definitions, documentation, referral information, and partner materials.
- Traced grant activities to approved objectives, strengthening reporting accuracy and funding accountability.
- Guided reporting partners on submission requirements, **data** interpretation, and recurring quality issues.

Program Evaluation Analyst

Midlands Community Health Network 📅 August 2013 - June 2016 📍 Columbia, South Carolina

Evaluated community health programs through service, referral, demographic, and population health data. Built reporting structures for grants and management review, prepared clear findings for partners, and supported proposals through evidence, evaluation methods, and aligned measures.

- Evaluated community programs through service, referral, and population data, locating implementation gaps.
- Designed reporting templates that linked activities, outputs, and outcomes for grant review.
- Analyzed health status indicators and demographics, supporting **maternal and child health** planning.
- Prepared presentations for **staff** and partners, explaining findings, limits, and practical implications.
- Compiled evidence for proposals, defining evaluation approaches and measures aligned with approved objectives.
- Maintained **software** based tracking and documentation for concurrent evaluation and reporting assignments.

Public Health Research Associate

Piedmont Public Health Research Center 📅 June 2013 - July 2013 📍 Greenville, South Carolina

Supported supervised maternal and child health research through literature review, data preparation, standardized definitions, quality checks, descriptive analysis, and partner materials. Documented limitations and unusual records so investigators could refine research questions and prevention priorities.

- Supported supervised **maternal and child health** research through literature review and data preparation.
- Applied standardized definitions and documentation practices, preparing records for epidemiologic analysis.
- Produced descriptive tables that helped investigators examine health patterns and refine research questions.
- Documented data limitations and unusual records, creating traceable notes for investigators.
- Prepared background materials for meetings focused on maternal and child health priorities.
- Connected public health data with **research** methods and **prevention** oriented program questions.

PROJECTS

Statewide Birth Defects Data Quality Initiative 📅 2024

Improved surveillance review practices through recurring validation, gap identification, partner follow up, and clear reporting workflows for prevention and research use.

Maternal Health Referral Partnership Model 📅 2022

Connected surveillance findings with clinical and community referral partners, helping translate population health information into practical service coordination.

LEADERSHIP & AWARDS

- Certified in Public Health, 2018, recognizing applied knowledge across population health practice and program administration.
- Maternal and Child Health Data Collaborative Steering Committee Member, supporting shared data priorities and partner coordination.
- Public Health Mentoring Circle Volunteer Mentor, guiding peers through practical program evaluation and public health career planning.

EDUCATION

Master of Public Health

University of South Carolina 🎓 GPA: 4.0 📅 2015 📍 Columbia, South Carolina

Coursework: *Epidemiology, Biostatistics, Program Evaluation, Maternal and Child Health*

Bachelor of Science in Public Health

Coastal Carolina University 🎓 GPA: 4.0 📅 2013 📍 Conway, South Carolina

Coursework: *Public Health Systems, Epidemiology, Health Promotion, Community Assessment*

CERTIFICATIONS

- Certified in Public Health 📅 2018
- Public Health Program Evaluation Certificate 📅 2016

TECHNICAL SKILLS

- **Surveillance Systems:** Birth Defects Surveillance, Population Health Surveillance, Maternal Health Surveillance
- **Program Management:** Program Planning, Program Evaluation, Activity Reporting
- **Grant Administration:** Grant Writing, Grant Reporting, Funding Proposals
- **Contract Administration:** Requests for Proposals, Contracts, Scopes of Work
- **Data Quality:** Data Validation, Reporting Gap Analysis, Record Review
- **Public Health Analysis:** Population Monitoring, Health Status Indicators, Descriptive Tables
- **Maternal Child Health:** Birth Defects, Maternal Health, Child Health
- **Partnership Development:** Community Partnerships, Clinical Partnerships, Academic Partnerships
- **Staff Management:** Staff Scheduling, Performance Reviews, Work Assignment
- **Technical Assistance:** Data Interpretation, Reporting Practices, Partner Education
- **Research Support:** Research Coordination, Literature Review, Epidemiologic Analysis
- **Referral Services:** Referral Information, Referral Planning, Community Services

PROFESSIONAL AFFILIATIONS

- Maternal and Child Health Data Collaborative, Steering Committee Member
- Public Health Mentoring Circle, Volunteer Mentor

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST