

## **COMPANY OVERVIEW**

beBetter Networks, Inc. delivers more than 20 years of proven success in worksite health-risk management programs, which are based on the principle “What can be measured can also be managed.” beBetter's practical healthy living programs help individuals take action toward protecting and improving health, and build upon employer strategies aimed at reducing health care costs and maximizing employee productivity. The union of beBetter’s experience and the customer’s voice are essential in satisfying client goals and expectations. beBetter is an Equal Opportunity Employer.

## **MANAGER OF TOBACCO CESSATION SERVICES**

### **JOB SUMMARY**

Directly responsible for overseeing all Tobacco Cessation Services and managing customer relationships

**ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.**

- Negotiates and Directs Service Agreements for Tobacco Cessation Services / Clients
- Develops Budgets by customer and Tobacco Cessation Services
- Managing Quit Line Services and relationships both state and local
- Guides and directs the development of Tobacco Cessation programs related to behavior change
- Completes competitive analysis and research associated with Tobacco Cessation Programs and Services
- Reporting for all Tobacco Cessation services and client reports, both required and ad-hoc
- Maintains state, local and national Tobacco Cessation affiliations compliment to on-going evaluation and development of new smoking cessation services
- Develops goals and objectives for Tobacco Cessation Services Business Unit and ensures they are consistently met and exceeded.

### **EDUCATION and/or EXPERIENCE:**

- Bachelor degree in Health related field
- Experience Required: 5 – 7 years related experience in either Tobacco Cessation programs

### **KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

- Tobacco Cessation Program Management and Administration
- Behavior Change product Development and Implementation
- Contract Negotiation, Marketing and Customer Relationship Management
- Budgeting and Forecasting
- Computer Skills - Microsoft Office
- Leadership – the ability to lead others, work cross departmentally and problem solve operationally
- Strong Time Management, Communication and Multi-tasking skills
- Ability to work well independently and in a team environment
- Ability to adapt well to changes