

CAREER CHOICES

MASTER OF PUBLIC ADMINISTRATION IN HEALTHCARE MANAGEMENT

ABOUT THE MPA IN HEALTHCARE MANAGEMENT

The Master of Public Administration in Healthcare Management helps to prepare professionals in the healthcare industry for managerial level positions in healthcare. Graduate students will learn about management issues, grant writing, labor relations, healthcare policy, marketing, long term care, technology, as well as other aspects of healthcare administration.

Career opportunities for Masters of Public Administration in Healthcare



Management span across the healthcare field in both the private and public sector. An advanced, degree as well as directly related work experience in the healthcare industry

are considered very important for career advancement.

Managers/Administrators experience some challenges unique to the healthcare industry. According to the U.S. Bureau of Labor Statistics "[Future medical and health services managers must be prepared to deal with evolving integrated health care delivery systems, technological innovations, an increasingly complex regulatory environment, restructuring of work, and an increased focus on preventive care](#) (2006)."

Those in the healthcare management field are often expected to work long and unusual hours.

For more information about Health Administration careers refer to the Occupational Outlook Handbook link under Career Links.

CAREER LINKS:

General Career Info.

- LIU Career Services
<http://www.brooklyn.liu.edu/bbut07/car/index.html>
- What can I do with this major?
<http://www.brooklyn.liu.edu/bbut07/car/majors/default.html>
- University of Chicago, CAPS
<http://caps.uchicago.edu/resources/handouts/#careersin>
- NYU, Wagner
<http://www.wagner.nyu.edu/careers/resources/healthlinks.php>
- Occupational Outlook Handbook
<http://www.bls.gov/oco/ocos014.htm>
- Pam Pohly's Net Guide
<http://www.pohly.com/index.html>
- The Riley Guide
<http://rileyguide.com/health.html>
- World Wide Learn
<http://www.worldwidelearn.com/online-education-guide/health-medical/healthcare-administration-major.htm>

Job Links

- Healthcare Jobs
 1. <http://cfusion.sph.emory.edu/PHEC/phec.cfm>
 2. <http://healthcarejobbank.com>
 3. <http://www.healthcarejobstore.com/>
 4. <http://www.healthcareernet.com/administration/>
 5. <http://www.healthcaresource.com>
 6. <http://www.hirehealth.com/>
 7. <http://www.hospitaljobsonline.com>
 8. <http://www.nationjob.com/medical>
 9. <http://www.publichealthjobs.net/>
- Higher Education Jobs
<http://chronicle.com/jobs/>
- Government Healthcare Jobs
<http://jobsearch.usajobs.opm.gov/a9hhs.asp>
- Non-Profit Jobs
 1. <http://philanthropy.com/jobs/>
 2. <http://www.idealists.org/>

STRATEGIES-WHAT CAN I DO TO PREPARE?

- Meet with your Career Counselor
- Gain first-hand experience through internships, jobs, and volunteering
- Read about current issues in healthcare and healthcare administration
- Join and participate in healthcare networking associations
- Research specific areas of interest in the healthcare industry
- Meet with professionals in the field to learn about their perspectives and career strategies (Ask the Office of Career Services about contacting alumni)

SKILLS AND TALENTS REQUIRED

- Ability to cope with constant change
- Ability to work independently and in teams; adept at building consensus
- Ability to lead and manage projects and people
- Efficient work habits; ability to meet deadlines
- Effective written and oral communication skills
- Ability to organize, analyze and interpret data
- Competent in managing budgets
- In-depth understanding of healthcare regulations within area of expertise
- Ability to resolve issues within the organization

SOME AREAS WHERE MPAS IN HEALTHCARE ADMINISTRATION WORK

The Bureau of Labor and Statistics breaks down the healthcare industry into nine segments including:

- Hospitals
- Nursing and residential care facilities
- Offices of physicians
- Offices of dentists
- Home healthcare services
- Offices of other health practitioners
- Outpatient care centers
- Other ambulatory healthcare services
- Medical and diagnostic laboratories

Although these areas are very broad, they are not the only places where MPAs in Healthcare Administration can utilize their skills. One option is for MPAs to work as consultants in the healthcare field. Another option is to work for the government in healthcare-related branches. Some MPAs choose to work in healthcare-related non-profits such as the American Red Cross (<http://www.redcross.org/>), the American Heart Association (<http://www.americanheart.org>), or United Cerebral Palsy (<http://www.ucp.org/>).

Learn more about the healthcare industry online at the U.S. Department of Labor's Bureau of Labor and Statistics website <http://www.bls.gov/oco/cg/cgs035.htm>.

HOW CAREER SERVICES CAN HELP YOU PREPARE

1. ASSESS OPTIONS. MPAs in Healthcare Management have the opportunity to work in a number of areas within healthcare. Start narrowing your choices by asking your Career Counselor about career assessments.
2. CREATE A PLAN. Once you have an area of focus create a job search strategy.
3. PREPARE FOR THE JOB/INTERNSHIP SEARCH. Have your Career Counselor review your resume and cover letter. Conduct mock interviews. Meet with Alumni in your field. Browse our job books. Join the Job Listserv at <https://lists.liu.edu/mailman/listinfo/bkn-careerservices-jobs>.
4. EVALUATE OFFERS. Consider job descriptions, salary and benefits before accepting a position.

**Stop by the
Office of Career Services
and see your Career Counselor**

Ph: 718-488-1039

Pratt, 5th Floor

HEALTHCARE-RELATED AGENCIES/ COMPANIES/ORGANIZATIONS

- Blue Cross and Blue Shield Association
<http://www.bcbs.com/careers/>
- Center for Disease Control and Prevention
<http://www.cdc.gov/employment/>
- Continuum Health Partners-NYC Hospital System
<http://www.wehealny.com>
- List of PH Agencies/Orgs.
<http://www.sph.emory.edu/CAREER/agencies.php>
- National Institutes of Health (NIH)
<http://www.nih.gov>
- NY Department of Health
<http://www.health.state.ny.us/>
- Health Resources and Services Administration
<http://www.hrsa.gov/>
- Hayes Management Consulting
<http://www.hayesmanagement.com/>

CAREER LINKS:

Career Preparation

- Salary Surveys
<http://jobstar.org/tools/salary/sal-surv.php>
- Sample Interview Questions
<http://www.sru.edu/pages/11509.asp#HSA>
- Sample MPA Resumes
<http://mycoop.coop.uvic.ca/spacoop/?page=resume>
- Sample Cover letters
<http://www.susanireland.com/coverletters/index.html>

Related Publications

- Atlantic Information Services, Inc.
<http://www.aishealth.com/>

Associations

- American College of Healthcare Executives
<http://www.ache.org>
- Agency for Health Care Research and Policy
<http://www.ahcpr.gov>
- American Public Health Association
<http://www.apha.org/>
- American Society for Public Administration
<http://www.aspanet.org>
- Association of Schools of Public Health
<http://www.asph.org>
- National Academy of Public Administration
<http://www.napawash.org/>
- National Association of Schools of Public Affairs and Administration
<http://www.naspaa.org/>