



Health Resources in Action
Advancing Public Health and Medical Research

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Director, Public Health Policy

Job Posting

Summary

The Director of Public Health Policy at HRiA is a senior leadership and management role. The position seeks an individual who can help increase the organization's capacity to identify and support policies, environmental strategies, advocacy and systems approaches that will help improve the public's health and promote health equity.

HRiA seeks an individual who has vision, passion, and a commitment to health equity and to working with a diverse cross-section of stakeholders to develop advocacy and policy approaches to improving health outcomes, particularly among diverse populations.

The Director reports to the Vice President of Community Health Programs. It is a full time position within HRiA, a national, non-profit organization.

Qualifications

- Senior-level public health management and program development experience
- Master's degree in public health, public policy, public management, or related field or relevant equivalent experience
- Proven experience in legislative advocacy, public health policy development and practice and policy research
- Demonstrated experience providing capacity building technical assistance for state and local health departments, community based agencies, and foundations
- Excellent facilitation and presentation skills and experience conducting strategic planning retreats or learning sessions
- Entrepreneurial spirit, and is able to work independently as well as a collaborative member of a team on organizational development, grant-writing, fundraising, and marketing/public relations
- Experience in effectively managing and supervising full and part time staff, consultants, and volunteers
- Excellent written and oral communication skills, demonstrated experience in public health research and report writing
- Demonstrated networking/partnership-building skills; experience working with diverse populations
- Willingness to travel out of state up to 25% of the time

Duties and Responsibilities

- Provide leadership in development, management, and evaluation of HRiA public health advocacy and policy activities and initiatives
- Coordinate with other senior management in relation to policy work
- Work in conjunction with the President, Vice President of Community Health Programs, Chief Strategy Officer, and the Board of Directors to integrate the advocacy and policy plans into HRiA's other organizational, financial, and program plans
- Identify current research, best practices, strategies for supporting HRiA's advocacy and policy work; maintain a working knowledge of significant developments and trends in the field
- Provide technical assistance support to state and local health departments, community based agencies, and foundations in improving the health of the community. This includes public health policy research and development, strategic planning, media advocacy and messaging, coalition building, problem-solving, and meeting facilitation
- Develop and disseminate issues briefs/white papers on various public health policy issues
- Meet all reporting requirement and program deliverables in a timely manner

Management and Supervision

- Responsible for the recruitment and supervision of department personnel, consultants, and volunteers.
- Work with other senior leaders and managers to create an organizational climate that attracts, engages, motivates, and retains a diverse workforce.
- Conduct staff performance reviews, annually.

Budget and Finance

- Work with Finance Department to develop, manage, and track a diverse funding base
- Identify and pursue opportunities for maintaining and/or expanding the department's funding base through grants and fee for service work
- Work with the VP of Community Health Programs and staff in preparing and overseeing implementation of (or managing) an annual budget

Communications

- Write and disseminate policy briefs/reports and publicize department activities.
- Develop, engage, and maintain strong relationships with key stakeholders, including organizational staff and clients including state and local health departments, community based agencies, foundations, and other organizations.

- Partner with the President and Vice President of Community Health Programs to help ensure that HRiA's messaging is clear and consistent throughout the organization as well as to external agencies, organizations, and the general public.

HRiA is seeking to hire a staff that represents the racial and ethnic diversity of its constituents. Specifically, we are seeking people of color at a senior level with expertise and dedication to public health. Diversity and inclusion is an ongoing organizational practice and a core value of HRiA with the goal of having culturally competent services, materials, resources and programs. Our hiring practices are informed by an appreciation of the strengths offered by differing cultures, races, religions, ethnicities, classes, sexual orientation, physical capacities, and age groups. HRiA offers an attractive benefits package, including medical, dental and life insurance, retirement plan, tax-deferred annuity, and generous vacation.

REPLY

Qualified candidates should submit a resume with cover letter and salary requirements to Human Resources at jobs@hria.org or mail to 95 Berkeley Street, Suite 208, Boston, MA 02116. Please write Director/Public Health Policy in the subject line of your email. No phone calls please.