

Director of Health Policy Research Sacramento, CA

The Position

Insure the Uninsured Project (ITUP) is looking for a Director of Health Policy Research to join our growing Sacramento-based team. The ideal candidate will report to the Executive Director and be positive, highly motivated, and demonstrate excellent research and communications skills. The Director of Health Policy Research will be a key contributor to ITUP policy research, analysis, and communication activities and work closely with the Executive Director and policy team.

The ITUP Director of Health Policy Research will wear multiple hats and collaborate with all ITUP team members. The organization and budget are such that we do not have specialized staff, making this position responsible for a variety of team support activities in addition to policy analysis and research.

About ITUP

ITUP is an independent 501(c)(3) nonprofit health policy institute that for more than two decades has offered expert analysis and facilitated convenings of California health care leaders on issues affecting health care and coverage in the state. The mission of ITUP is to promote innovative and workable policy solutions that expand health care access and improve the health of Californians. ITUP conducts policy-focused research, and regional and state-level stakeholder convenings, to inform state health care policies and programs. ITUP maintains an active social media presence, posts regular blogs and disseminates research publications on timely health reform topics.

Job Tasks and Responsibilities

- Partner with the Executive Director and staff to develop and execute strategy for accomplishing ITUP's short- and long-term policy and research goals
- Work collaboratively with ITUP board, staff, and advisors to monitor and analyze federal, state, and local policies, legislation and research affecting health care coverage, access and health care delivery in California
- Develop and manage new research projects from design through analysis to presentation and communication of findings, with quantitative data from large scale datasets, as well as with qualitative data from state and federal experts and broad-based stakeholders
- Serve as one of ITUP's lead researchers and writers, including the development of research briefs, reports, and technical assistance briefs aligned with ITUP's mission, policy priorities, and funder expectations
- Develop and maintain relationships with external research organizations, universities, and governmental entities focused on health research and policy analysis, as well as other health policy stakeholders, including community-based organizations, consumer advocates, labor, health plans, and providers.
- Identify new grant and other development opportunities, contribute to grant writing, and support fulfillment of ITUP grant goals, objectives, and deliverables related to policy and research
- In consultation with the Executive Director, manage and support external consultants, student analysts, and interns engaged in policy analysis and research
- Analyze and respond to emerging legislative and regulatory proposals, inquiries from allies, and other rapid-response opportunities, to uphold ITUP's reputation and contribution as an independent, expert resource

Education and Experience

- Master's Degree in Public Health, Public Policy, Public Affairs, or equivalent
- Minimum of 5 - 7 years of overall professional experience, including at least 2 years as a policy director, analyst, or researcher
- Knowledgeable about health care and state and federal health policy, including Medi-Cal, Covered California, and health care delivery systems
- Knowledgeable about the California State Legislature and Executive Branch, Congress and federal Executive Branch, and local governance
- Excellent research, analytical, oral and written communication skills
- Proficient in MS Office
- Detail oriented with excellent time-management and organizational skills
- Experience conceptualizing, executing and managing policy research projects and publications
- Ability to work in a fast-paced and dynamic environment and meet deadlines in a timely manner
- Track record of building and maintaining relationships internally and externally

Key Competencies and Attributes

- Punctual, dependable, and responsible
- Detail oriented with a keen eye for accuracy and consistency
- Exceptional time management and organizational skills with the ability to shift gears quickly and efficient in managing multiple tasks and deadlines
- Must be able to take direction and execute based on that direction
- Problem solving attitude
- Must always check your work, be curious and ask clarifying questions that refine the work product
- Capacity to work independently and as part of a team
- Adaptability and willingness to learn new skills, styles, methods and content
- Confidentiality
- Flexible and patient
- Experience or interest working with nonprofit organizations
- A passion for the mission of ITUP
- Tenacity, creativity and initiative
- Sense of humor

Compensation

ITUP offers a competitive package of employee benefits, including health, dental, and vision care and a retirement plan. ITUP pays for parking or mass transit. Salary commensurate with experience.

How to Apply

To apply, please send a cover letter and resume to jobs@itup.org with "ITUP Director of Health Policy Research" as the subject line of the email.

ITUP is an equal opportunity employer strongly committed to building a staff that represents the diversity of communities in California