STRONGER COMMUNITIES. STRONGER AMERICA.

POSITION ANNOUNCEMENT

POSITION: Senior Policy Analyst, Health Policy

OPEN: Immediately

LOCATION: Washington, DC

CLOSE: Until filled

CONTACT: Senior Vice President, Policy and Advocacy

SALARY: Commensurate with experience

BACKGROUND

UnidosUS, previously known as NCLR (National Council of La Raza), is the nation's largest Hispanic civil rights and advocacy organization. Through its unique combination of expert research, advocacy, programs, and an Affiliate Network of nearly 300 community-based organizations across the United States and Puerto Rico, UnidosUS simultaneously challenges the social, economic, and political barriers that affect Latinos at the national and local levels. For more than 50 years, UnidosUS has united communities and different groups seeking common ground through collaboration, and that share a desire to make our community stronger. For more information on UnidosUS, visit www.unidosus.org or follow us on Facebook, Instagram, and Twitter.

SUMMARY

The Senior Policy Analyst, Health Policy, will help develop strategy and execute a policy agenda that increases opportunities for Latino children and their families to be healthy and thrive, providing skilled analysis of health policy trends in support of UnidosUS's goals. This position is responsible for identifying promising ideas and solutions, primarily in the areas of nutrition and food security. This person will work with colleagues to plan and conduct rapid-response and long-term analyses of data, policies, and emerging issues.

The Senior Policy Analyst will write policy papers, issue briefs, and congressional testimony in a variety of lengths and formats for diverse audiences. This position may also be responsible for convening an effective network of civil rights organizations, community leaders, researchers, and policymakers to effectively frame a federal health policy agenda that invests in the future and targets policy solutions to the most vulnerable in our society including children, low-income communities, and immigrants. Success in this role also requires the Senior Policy

Analyst to collaborate with colleagues in multiple internal disciplines, including communications, civic engagement, and legislative affairs. This position reports directly to the Director of Health Policy and is based in Washington, DC.

RESPONSIBILITIES

- Develop and execute a project plan and agenda for evaluating and analyzing relevant nutrition policies that affect the Latino community.
- Analyze emerging public policy issues and trends and produce UnidosUS policy publications including issue briefs, white papers, conference papers, presentations, and testimony, using primary and secondary research sources.
- Serve as subject matter expert on nutrition and food security policy.
- Represent UnidosUS in external-facing forums, including meetings with congressional staff, policymakers, issue experts and stakeholders, national conferences, and the media.
- Lead and participate in coalitions of experts and advocates.
- Provide strategic recommendations, as appropriate, to varying levels of UnidosUS leadership.

QUALIFICATIONS

- Bachelor's degree required, and master's degree in public policy, public health, or related discipline a plus.
- Five (5) to seven (7) years of relevant experience in health policy required.
- In-depth knowledge of policy analysis, with a demonstrated ability to analyze and produce recommendations, is required.
- Experience communicating health policy ideas in public settings such as coalition meetings, congressional briefings, major conferences, and with the media.
- Substantive knowledge of healthy policy issues, particularly those related to nutrition and food security, including programs like the Supplemental Nutrition and Assistance Program (SNAP).
- Experience working for a non-profit organization or on Capitol Hill a plus.
- Steadfast commitment to UnidosUS mission, vision, and values (Excellence, Accountability, Respeto)
- Commitment to U.S. Latino community, Latino non-profit organizations, and the Latino market.
- Demonstrated experience working in non-profits, community-based organizations, and diverse communities.
- Ability to design and conduct quantitative analysis to examine the efficiency of existing and/or recommended policy solutions, developing written analysis and policy recommendations.
- Extensive and strong writing ability, including developing and writing issue briefs, reports, or other publicly available documents is required.
- Displayed commitment to social justice and health equity.

- Strong project management skills suited to a dynamic work environment with multiple ongoing responsibilities, tight deadlines, and expectations for high-quality work.
- Advanced proficiency with Microsoft Office Suite more specifically, Office 365, statistical software, and data sources.
- Commitment to excellence and high standards.
- Excellent communications skills, both oral and written.
- Ability to work independently and as a member of various teams and committees.
- Acute attention to detail.
- Flexibility for occasional travel.
- Bilingual (English/Spanish) skills a plus.

Employment with UnidosUS is contingent upon successful completion of a background screen.

Please note: Only those applicants who submit a cover letter, résumé, and writing sample will be considered for this opportunity.

SEND COVER LETTER, RÉSUMÉ, AND WRITING SAMPLE TO:

UnidosUS
hrmail@unidosus.org
Subject Line: Senior Policy Analyst, Health Policy
Attn: Senior Vice President, Policy and Advocacy
No phone calls please!

EQUAL OPPORTUNITY EMPLOYER. All qualified applicants will receive consideration without regard to race, color, national origin, marital status, religion, gender, age, disability, sexual orientation, gender identity or expression, personal appearance, family responsibilities, political affiliation, or enrollment in a college, university, technical school, or adult education.