DIRECTOR OF HEALTH POLICY & ADVOCACY

ABOUT THE LATINO COMMISSION ON AIDS
The Latino Commission on AIDS (The Commission) is a nonprofit organization founded in 1990, dedicated to improve and expand access to quality and appropriate health care in order to address HIV, viral hepatitis, STI prevention and other health challenges faced by our communities, as well as promote research, treatment, and support services by and for Hispanics/Latinxs. The Latino Commission on AIDS vision is to be a leader in building Hispanic/Latinx health leadership at all levels to ensure healthy and vibrant communities free of stigma and discrimination. The Commission is proud to be an Equal Opportunity/Affirmative Action Employer. All individuals of any race, ethnicity, gender, gender identity and sexual orientation are encouraged to apply.

POSITION SUMMARY
The Director of Health Policy & Advocacy (DHPA) will be responsible for monitoring local, state, and federal health policy developments with a focus on HIV & AIDS, viral Hepatitis, STIs, and other health disparities affecting the Hispanic/Latinx community. In addition, the DHPA will support health advocacy and community mobilization efforts by developing and implementing local, state, and national initiatives in partnership with diverse communities and organizations. This position is based in New York City and reports to the President of The Commission.

RESPONSIBILITIES
- Monitoring and reporting on local, state, and national policy developments impacting the health of Hispanic/Latinx communities;
- Conducting local, state, and national policy analysis to guide The Commission’s development, research, and strategic goals;
- Developing policy positions and public statements on local, state, and national health developments as well as other issues impacting the health of Hispanic/Latinx communities;
- Producing and disseminating health policy publications in English and Spanish;
- Supporting legislative health policy, advocacy initiatives, and collaborative actions to advance the Commission’s health-related strategies;
- Establishing and managing local, state, and national partnership networks and community mobilization campaigns;
- Participating in local, state, and national networks and coalitions focused on public health issues related to HIV, AIDS, Hepatitis, STIs, and health disparities;
- Organizing and coordinating regular meetings leading to the development of Hispanic/Latinx Health Action Agendas;
- Coordinating statewide and national collective actions with people of color health care providers;
- Other duties as assigned by supervisor.
REQUIRED QUALIFICATIONS
Strong candidates will have 5-6 years of experience on health policy; superior communication and writing skills in English and Spanish; experience convening, coordinating, and mobilizing health action agendas; proven experience building solid relationships with public health leaders and officials; and demonstrated ability to produce and disseminate policy documents. Ideal candidates must have the flexibility and ability to travel within the mainland and U.S. Territories.

EDUCATION AND EXPERIENCE
• Master’s degree in Public Health, Public Administration, or Political Science.
• At least 4-6 years of experience working with African-American/non-Hispanic Black and/or Latino MSM and Transgender, gender non-conforming, and non-binary communities on health, social, or community-driven initiatives.
• Demonstrated experience in public health, health policy, and health advocacy at different levels.

KNOWLEDGE, SKILLS, AND ABILITIES
• Bilingual Spanish/English desired.
• Experience working independently, proactively, and remotely as part of a team.
• Cultural responsiveness in working with populations heavily impacted by infectious diseases.
• Excellent skills using social media and platforms for convening health leaders, sharing data, and disseminating information (e.g., Zoom, Hubilo, Cloud Services, etc.).
• Excellent organizational, team supervision, and project management skills.
• Thorough analytical skills to synthesize and report on qualitative and quantitative health policy information.
• Strong written skills to develop policy papers, policy training, and public health agendas.
• Strong interpersonal and presentation skills necessary to conduct trainings, present the Commission’s policy work, and lead public health meetings.
• Ability to adjust to a fast-paced team approach and changing policy environment.

COMPENSATION AND BENEFITS
In addition to a competitive salary, Latino Commission on AIDS offers health benefits upon the date of hire, paid sick time, vacation leave, commuter benefits, and a comprehensive retirement plan.

COVID-19 VACCINATION
The Latino Commission on AIDS is committed to helping prevent the spread of COVID-19 and to protecting the safety of our employees. The Commission adheres to COVID-19 vaccination guidelines from the Center for Disease Control and Prevention (CDC), New York City Department of Health and Mental Hygiene and New York State Department of Health. All employees are required to be fully vaccinated.

HOW TO APPLY
Please submit a cover letter and resume to Human Resources at hr@latinoaids.org with Subject: Director of Health Policy & Advocacy Position. The position will remain open until filled.