



## Director/Vice President, Policy (Exempt)

### SUMMARY

[The California Association of Public Hospitals and Health Systems](#) (CAPH) represents California's 21 public health care systems, which include county-affiliated systems and the five University of California academic medical centers. Together, these systems form the core of the state's health care safety net. As a trade association, CAPH works to advance policy and advocacy efforts that strengthen the capacity of its members to ensure access to comprehensive, high-quality, culturally sensitive health care services for all Californians, regardless of insurance status, ability to pay, or other circumstance, and educate the next generation of health care professionals. These efforts take place alongside the work of the [California Health Care Safety Net Institute](#) (SNI), the 501c3 affiliate of CAPH.

Directly reporting to the CAPH President and CEO, the Director/Vice President of Policy\* is responsible for developing, leading and orchestrating the organization's policy agenda. This position requires detailed knowledge of CAPH's and SNI's strategies, goals, processes, and interdependencies to develop policies and execute legislative and other initiatives that support the top priorities of the organization effectively and efficiently. This position is also responsible for participating on and/or leading internal project teams, and building external relationships with other key policy stakeholders, such as peer organization policy analysts/leaders and member health system staff.

The ideal candidate understands and embraces the CAPH/SNI Values—dedication to the mission of ensuring equal access to high quality health care for all, collaboration with shared accountability, and excellence, as well as a genuine interest in health care and desire to learn more to effectively support policy efforts.

\*CAPH is seeking to fill one position for a policy leader at either the Director or Vice President level and will make the determination based on the overall candidate pool and the individual's level of experience. This position is classified as exempt.

CAPH/SNI is an Equal Opportunity Employer with a strong commitment to racial, cultural, and ethnic diversity. Qualified applicants of all races, people with disabilities, and veterans are encouraged to apply.

### PRIMARY RESPONSIBILITIES

The Director/Vice President, Policy position encompasses the following responsibilities, which may expand and evolve depending on the individual's experience and expertise:

- Shape, direct and orchestrate CAPH's policy agenda at the state and federal levels, in order to ensure that the organization is meeting its strategic priorities. Such leadership requires the ability to conduct and lead complex analyses of health policies and legislation in order to develop policy recommendations and positions.
- As a leader of highly skilled individuals with specific expertise, identify effective ways to structure teams to develop and advance policy ideas and proposals

- With input from internal and external colleagues, continually assess the status of our policy positions vis-à-vis the external health care policy landscape. Based on these assessments, develop recommendations to the President & CEO regarding the advancement and/or refinement of our positions.
- Working closely with the government relations team, identify and synthesize connections between the policy and political landscapes, and help shape and execute advocacy efforts with the State, Legislature, Congress, and key stakeholders on policy and budget issues
- Build effective working relationships and represent the organization with members, key stakeholder groups, legislative and administrative staff and statewide coalitions
- A Vice President would supervise the Senior Policy Analyst, providing guidance on the content of their work and supporting professional growth
- Assume leadership and contribute to a variety of organizational initiatives and projects, including the planning and hosting of the CAPH/SNI annual conference.

## **KNOWLEDGE & EXPERIENCE**

- An advanced degree in public policy, public health, public administration or closely related field is preferred.
- 5+ years of health policy experience for the Director position; 10+ years of health policy experience for the Vice President position
- Demonstrated ability to develop and advance public policy proposals, including the integration of policy, political assessments, and strategic implications in order to arrive at recommended positions and/or courses of action for the organization and member systems.
- Excellent analytical skills; ability to analyze data and legislation and health policy proposals at state and federal levels.
- Strong capacity to think strategically and creatively to advance a public policy agenda in the political arena.
- Sound understanding of health policy in California, particularly as it relates to underserved and low-income populations.
- Outstanding written and verbal communication skills.
- Strong ability to build effective relationships and represent CAPH in a wide variety of policy and advocacy settings.
- Management experience highly desired, particularly in leading teams to meeting and exceeding collective goals.
- Excellent interpersonal skills and ability to work effectively in a small, hard-working office environment

Interested candidates, please send cover letter and resume to [jobs@caph.org](mailto:jobs@caph.org) with the job title in the subject line.

