

## POSITION ANNOUNCEMENT

### Program Manager, Minority Health Initiatives

#### About Families USA

For more than 25 years, Families USA has worked at the national, state, and community levels toward the achievement of high-quality, affordable health care for all. We work to improve public health programs such as Medicare, Medicaid, and the state Children's Health Insurance Program, as well as to ensure that health care reform and private insurance meet the needs of low-income and vulnerable populations. The work of the Minority Health Initiatives department focuses on raising the visibility of minority health policy issues; educating policymakers, the media, and others about the extent of racial and ethnic health disparities; and promoting policies and programs that advance health equity.

#### About the Position

The Program Manager reports to the Director of Minority Health Initiatives and is an integral part of a small, close-knit team. He/she also works closely with other Families USA departments, including Communications, Field, Publications, Health Policy, and Government Affairs. Responsibilities include:

- Conceptualizing and planning trainings on minority health issues and other technical assistance workshops for community leaders and journalists;
- Researching and drafting publications that target policymakers, advocates, and the media;
- Monitoring relevant legislative developments, issue coverage in the media, and the success of advocacy initiatives aimed at reducing disparities and improving minority health;
- Assisting in the development of advocacy, publications, and communications strategies to raise awareness of minority health issues;
- Developing content for Families USA's minority health Web pages and related Web sites;
- Working with the project team to develop the short- and long-term direction for the department;
- Developing and maintaining relationships with advocates, government agencies, legislative staff, national organizations, and researchers working on racial and ethnic health disparities; and
- Representing Families USA at relevant conferences, meetings, advisory boards, and coalitions.

Candidates for the position should have at least two years of policy or program management experience, excellent research and writing skills, the ability to work independently and as part of a team, and a strong commitment to issues of health equity and social justice. A master's degree in a related field is desirable.

Bilingual candidates and people of color are strongly encouraged to apply. Salary will be commensurate with experience. Generous benefits are provided.

Interested candidates should e-mail their resume to:  
minorityhealth@familiesusa.org (please note job title in subject line)

or mail their resume to:  
Program Manager Search (Minority Health Initiatives)  
Families USA  
1201 New York Ave. NW, Suite 1100  
Washington, DC 20005  
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