

Senior Health Policy Analyst

The Network for Regional Healthcare Improvement

The Organization

The Network for Regional Healthcare Improvement (NRHI) is a national organization focused on promoting meaningful improvements in healthcare quality and cost containment. Over forty Regional Healthcare Improvement Collaboratives (RHIC's) exist in the US, many of which form the core of NRHI's membership. The emphasis of RHIC's is on performance measurement, payment and delivery system reform, training and assistance in performance improvement, and patient education and engagement. NRHI provides the strategic structure that will allow for learning, sharing, and consensus building on the fundamental changes needed in healthcare payment systems.

Position Description

This Senior Manager for Policy is responsible for managing projects and conducting analysis of key health policy issues on behalf of NRHI. This is accomplished by performing research, drafting issue briefs, convening stakeholders to discuss their perspectives and gather their input, identifying and bringing in expert speakers, drafting policy positions, attending and speaking at conferences, and meeting with external business and policy audiences to influence policy direction. The position requires periodic travel to Washington, DC, and Sacramento, CA. The Senior Manager for Policy represents the collective voice of NRHI members regarding critical policy issues for Regional Collaboratives.

Primary Tasks and Responsibilities

- Conducts deep analysis of policy issues related to health care affordability and quality
- Collects and analyzes large sets of information and distills into policy briefs and position papers on a range of topics
- Serves as policy expert for select topics such as payment reform, health IT, and transparency
- Monitors and summarizes legislative and regulatory developments
- Assists PBGH members and staff with answers to policy questions
- Insurance Exchange Task Group – develops content, brings in speakers, drafts agenda, facilitates quarterly meetings
- Develops content for and helps facilitate meetings of the Public Policy Committee in partnership with Akin Gump and Chair
- Develops content and assists in facilitation of meetings with multi-stakeholder groups
- Serves as the NRHI representative in select forums

General Expectations

- Builds effective relationships with NRHI members and policy stakeholders
- Develops and carries out project work plans; defines project scope, goals and deliverables in collaboration with senior management and project stakeholders
- Drafts and reviews project deliverables
- Collaborates with others as needed based on competencies and skills required
- Assists PBGH management in applying for funding by preparing grant proposals

- Ensures project documents are complete, current, and stored appropriately
- Effectively communicates project expectations to team members and stakeholders in a timely and clear fashion
- Drafts and submits budget proposals for approval, and recommends subsequent budget changes where necessary
- Helps to identify and resolve issues and conflicts within the project team
- Drafts vendor RFPs and contracts (e.g. policy strategy consultants) and manages vendors to ensure their work meets the contract expectations

Qualifications

- Demonstrated success in effectively and efficiently managing basic projects from conception to conclusion
- Demonstrated experience and skills in facilitating meetings
- Working knowledge of health care reform and cost containment initiatives
- Outstanding written, verbal and listening communications skills
- Ability to quickly digest information and distill it into readable products for policy and business audiences
- Ability to work effectively and efficiently in fast paced, deadline driven environments both as a team member and individually with minimal supervision
- Effective organization, prioritization, time management, multi-tasking skills
- Positive and collaborative interpersonal skills
- Attentive to detail, producing consistent, high quality, reliable work product
- Ability to work independently and proactively
- Ability to flip between policy topics, strategic and operational tasks with ease
- Three or more years of project management experience required
- Bachelor's degree required; advanced degree in public policy/public health / public administration very desirable

Desired Skills and Experience

- In-depth understanding of state and Federal regulatory and legislative processes
- Experience interacting with Congressional, state legislative and Administration staff
- Knowledge of issues and concerns regarding US health care market organization and structure

This is a full time position reporting to NRHI's Portland, ME office; remote candidates considered based in the Washington, DC area.

Please send a cover letter and resume to lrobins@nrhi.org

Thanks for your interest.