



**Job Notice**  
**Program Manager for Health Equity**  
**Posted November 29, 2018**

**Description of Employer:** MACDC is a membership organization that seeks to build and sustain a high performing and adaptive community development sector that is supported by private and public investment and sound public policies. We advance racial and economic equity by creating healthy communities where everyone lives in housing they can afford, benefits from economic opportunities and can fully participate in the civic life of their community. MACDC has 67 CDC members and 25 associate members, a staff of 10 and a budget of about \$1.4 million.

**Job Responsibilities:** The Program Manager for Health Equity is a new position at MACDC. The position is aligned with one of the core priorities included in our recently adopted [five-year strategic plan](#). Our objective is to reduce health disparities based on race, ethnicity, geography and economic status by addressing the social determinants of health. This person will have a significant opportunity to define and shape this new program. We are looking for an entrepreneurial and creative leader who can drive convergence between community development and community health. Specifically, the Program Manager for Health Equity will:

- Drive MACDC's emerging work to promote health equity by accelerating the convergence of community development and health through policy, partnerships, technical assistance to our members, training, research and other strategies.
- Staff MACDC's Health Equity Committee to foster learning among CDCs and to ensure our health equity program is guided by the needs and interests of our members.
- Develop deep understanding of the health equity work of our members and provide members with technical assistance to help them strengthen and expand that work.
- Partner with MACDC's Mel King Institute to develop training programs for our members and other stakeholders.
- Build partnerships with health care institutions, public health organizations, government agencies and others involved in health equity work.
- Develop MACDC policy positions on health equity issues; represent MACDC in policy coalitions working on health equity, and work with MACDC policy team to advocate for those policies with public officials.
- Conduct (or commission) research about our members' work to identify their needs, share best practices, accelerate replication and promote the role of community development in advancing health outcomes.
- Help raise funds, including both grants and potentially earned revenue.
- Support other MACDC priorities to advance community economic development as outlined in the MACDC strategic plan.

## Qualifications

MACDC is interested in receiving applications from both emerging leaders who are still early in their career as well as seasoned professionals with a decade or more of experience. While the specific job duties and compensation will vary depending upon the specific experience of the successful candidate, the critical factors in the hiring decision will be a demonstrated commitment to our mission, a passion for working on health equity, the ability to drive the work forward through collaborative leadership, a comfort level with the policy, program administration and capacity building aspects of the job, creativity and a sense of humor. While we do not expect any one candidate to have all the qualities listed below, the factors that will be considered in reviewing applicants for this position will be:

## Education and Experience

- Candidates must have a bachelor's degree or be able to demonstrate an equivalent level of training obtained through professional and lived experience.
- A Master's degree in Public Health, Community Development, Urban Planning or similar field is a plus.
- Experience in or knowledge about public health, community health and/or health equity is required. Experience in or knowledge about community development and affordable housing is a plus. The ideal candidate would have some of both.
- Minimum of three years of experience working in a professional setting.

## Skills

- Outstanding written and verbal communication skills are essential.
- Ability manage multiple responsibilities at the same time while meeting deadlines.
- Experience with program design, development and management.
- Strong understanding of racial equity, health equity and commitment to MACDC's [core values and mission](#).
- Solid understanding of public policy and advocacy;
- Ability to staff committees, organize programs and manage projects
- Ability to work collaboratively with colleagues on staff, within the membership and outside the organization to move projects forward
- Proficiency with Microsoft Office products, CRM software (we use Salesforce), data management tools, social media and information technology.
- Flexibility and a willingness to adapt to changing circumstances, to take on new projects and to work on issues other than health equity as needed.

**Salary and Benefits:** MACDC offers competitive salaries for the non-profit sector that are commensurate with experience. Benefits include vacation and sick time, health insurance, T-pass, and retirement benefit.

MACDC is an equal opportunity employer.

**To Apply:** Send cover letter and resume to Joseph Kriesberg at [joek@macdc.org](mailto:joek@macdc.org). MACDC hopes to begin interviewing candidates in early January and hopes to have a person on board by the end of March if not sooner. We will accept applications until the position is filled.