



Community Health & Prevention/Health Justice & Equity Program Manager – JOB OPENING

Doctors for America (DFA) was founded on the principle that physicians are the natural stewards of public health for ALL patients. Over the years, DFA has grown to encompass 27,000+ physicians and medical students across the country addressing access to affordable care, community health and prevention, and health justice and equity. DFA focuses solely on what is best for our patients, not on the business side of medicine, and does not accept any funding from pharmaceutical or medical device companies, which uniquely positions DFA as the organization that puts *patients over politics* and *patients over profits*.

JOB OVERVIEW

Doctors for America has an immediate opening for a Program Manager for our Community Health & Prevention and Health Justice & Equity Impact Areas with specific focus on gun violence prevention, substance use disorder, reproductive rights, gender affirming care and decriminalization. DFA is looking for an experienced strategic organizer to advance these initiatives by engaging and organizing physician members at the state and national level. The position involves overseeing, developing, and implementing components of the initiatives stated below and working closely with our Community Health & Prevention and Health Justice & Equity Impact Areas of dedicated physician volunteers. DFA is looking for an experienced strategic organizer to advance this initiative by leading the following goals:

1. Educating and providing advocacy opportunities to physicians and other stakeholders on issues related to gun violence prevention, substance use disorder, COVID recovery, women's health and immigrant health justice.

2. The ideal candidate is passionate about engaging physicians in the fight for Community Health & Prevention and Health Justice & Equity and recruiting a strong group of physicians in this fight.

Preferably, they have some experience organizing campaigns related to health care reform, or broad health care social movements in the United States. We are actively responding to the health system deficiencies and injustices that have been exposed and exacerbated by COVID-19, using it to frame our actions in ensuring federal and state policy actions to make our country a safer and more equitable place for all, but in particular to people who belong to marginalized communities.

JOB DUTIES

1. Work closely with the DFA Board of Directors, Executive Director, and members of the Community Health & Prevention and Health Justice & Equity Impact Areas including through regular virtual and when possible, in-person meetings to coordinate DFA's response on gun violence prevention, substance use disorder, women's health, immigrant health justice and COVID Recovery.
2. Manage several components of DFA's Community Health & Prevention and Health Justice & Equity campaigns at both the federal and state level as well as our mobilization efforts in Washington, DC as it pertains to national policy reform.
3. Oversee, implement, and assist in the coordination and planning of meetings and events, develop documents, and recruit for virtual educational trainings and advocacy opportunities for physicians around the country. This includes planning for DFA's National Leadership Conference.
4. Develop materials alongside the Communications Manager including policy briefings, sign-on letters, social media posts, and other communication projects for immediate and long-term use by DFA.
5. Embed activities and efforts with the state organizations and engage and utilize our trained doctors to further the policy goals in these states.

6. Engage in administrative duties including scheduling, routine check-ins with the Impact Area leaders, subcommittee leads, DFA's Executive Director, other DFA staff, including DFA members who are engaged in this work.
7. Assist with seeking out and applying to other possible grant opportunities and growing DFA's membership.
8. Attendance at evening and weekend events and meetings is essential and some travel will be required.
9. Contribute to DFA's overall development and additional duties as assigned.

REQUIRED EXPERIENCE

- At least 5 years of quality grassroots advocacy/targeted constituent organizing.
- Strong interpersonal skills, ability to work well on a diverse team, and previous experience supervising other staff.
- Administrative proficiencies: excellent writing and editing of reports, briefs, emails, organizational materials, communications to membership.
- Ability to work well within a diverse team including prior experience working with doctors as an added plus.
- Strong organizational and administrative skills and attention to detail.
- Ability to work under pressure and meet tight deadlines in a fast-paced, changing environment.
- Strong work ethic, creativity, and tenacity in achieving objectives.
- Commitment to Doctor for America's mission and goals.

RECOMMENDED EXPERIENCE

- Communications experience, working with the media and strong social media skills.
- Having experience with remote working, especially as part of a team.
- Proficiency in Microsoft Word, Excel, VoterVoice/ActionNetwork or compatible database, Google Drive, Google Docs, PowerPoint, and website functions.

- Prior nonprofit and policy experience—with both 501(c)(3) and 501(c)(4) organizations—are a plus.

HOW TO APPLY

- ❖ Please send: Resume, cover letter and two writing samples, list of 3 professional references with contact information (phone/email) to jobs@drsforamerica.org
- ❖ Start Date: May 18, 2022 (*Tentative, depending on candidate*)
- ❖ Salary: **Competitive salary**