



ChangeLab Solutions
Law & policy innovation for the common good.

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Program Director

ChangeLab Solutions seeks applications for a program director to lead national public health law and policy projects. This is an exciting opportunity for an experienced public health or policy professional who wants to develop strategy for major projects that will influence public health policy in states and communities across the country. The successful candidate will work with our interdisciplinary team of lawyers, urban planners, policy analysts, and public health professionals to develop legal and policy solutions that advance health, equity, and sustainability in low-income communities and communities of color across the nation.

About ChangeLab Solutions

ChangeLab Solutions creates innovative laws and policies to ensure everyday health for all, whether that's providing access to affordable, healthy food and beverages, creating safe opportunities for physical activity, or ensuring the freedom to enjoy smokefree air and clean water. Our solutions address all aspects of a just, vital, and thriving community, like food, housing, child care, schools, transportation, public safety, jobs, and the environment.

For more information about how we create healthier communities for all through better laws and policies, see www.changelabsolutions.org.

Position Description

The program director will lead a multimillion dollar portfolio of chronic disease prevention projects, and will hold a holistic vision for how law and policy can serve as tools for achieving health equity. The successful candidate will work with the organization's senior leadership and CEO to hone and implement the organization's healthy weight vision and strategy. S/he will work closely with our funders, and will seek opportunities and partnerships that allow us to maximize our impact.

The successful candidate is a strategic thinker and facilitator who will support an interdisciplinary team of legal and policy experts to provide high-quality, effective tools that facilitate community-driven change. Our team provides technical assistance and training to a wide range of audiences --- including local and state health departments, state and local legal counsel, and community-based organizations --- on policies that support healthy weight. Some of these cutting-edge topics include sugar-sweetened beverage regulation; healthy food access; limitations on advertising and promotion unhealthy foods; policies that support safe, accessible places to play, walk, and bike; school wellness policies that promote healthy eating and active living; and policies that support healthy weight for children ages 0-5. The program director will facilitate the work of individual staff, ensuring team members have the strategy, information, tools, and skills necessary to develop and deliver high-quality, creative solutions that promote healthy weight and health equity.

In addition to leading our obesity prevention work, the program director will have the opportunity to join and lead project teams working across a range of policy areas affecting community health, including land use and planning,

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healthy eating, active transportation, sustainable communities (including climate change), and tobacco control, as well as new and emerging issues.

This position requires strong leadership, project management, collaboration, and problem-solving skills. The ideal candidate has a proven record in successful execution of innovative initiatives. S/he has a strong commitment to health equity and an understanding of the power of policy in social norm change.

In addition, a successful candidate will embody the organization's core values:

- *Collaboration*: We create strong working partnerships internally and externally.
- *Authenticity*: We support bringing one's whole self to work.
- *Excellence*: We are passionate about producing high-quality work to advance our shared mission.
- *Innovation*: We drive both practical and visionary law and policy solutions to public health problems.
- *Equity*: We believe in a shared vision of health for all.

Specific responsibilities include:

- Manage projects with highly professional staff who have multiple competing priorities
- Ensure that products and services are addressing and providing solutions to health inequities
- Ensure that project teams deliver high-quality, timely products and services
- Advise the CEO and program vice presidents about trends, strategy, and project needs
- Develop and manage project budgets of more than \$1,000,000 (in collaboration with the Director of Finance)
- Develop and nurture partnerships that increase the effectiveness and reach of our products and services
- Collaborate with funders and long-time partners on project implementation
- Represent the organization at national conferences, trainings, and meetings
- Conduct business development and sustainability planning
- Travel (primarily outside of California) up to 20% of the time

ChangeLab Solutions has a strong commitment to building a staff that is rich with cultural, social, and intellectual diversity. Candidates who can contribute to that goal are encouraged to apply and to identify their strengths and experiences in this area.

Required Qualifications

- Minimum of seven years of experience with progressively increasing responsibility in policy, legal, or other relevant environments, such as in a government agency, elected official's office, planning firm, municipal law firm, hospital community benefits department, non-profit advocacy organization, university, or foundation that funds policy change.
- Expertise in how policy change happens at local, state, and federal levels
- Experience directing the project work of professional staff who are not direct reports and who have multiple priorities
- Experience engaging with colleagues or partners about topics about which you do not have expertise
- Experience managing projects and budgets
- Comfort operating in and creating structure in ambiguous situations

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- Proven track record in strategic planning/thinking and managing innovation
- Excellent attention to detail
- Ability to collaborate with funders and other stakeholders in successful partnerships
- Experienced public speaker who can motivate audiences
- An entrepreneurial approach to legal and policy work that includes working in a dynamic, rapidly-evolving organization and an interest in business development and sustainability planning
- Willingness to travel throughout California and out of state
- Excellent computer skills including Word, PowerPoint, and Excel

Desired Qualifications

- Engagement with communities of color, particularly on policy change
- Experience implementing a health equity-focused strategy or program
- Practical experience implementing an obesity prevention initiative at the local or state level
- Experience with movement building or strategic coordination of diverse partners
- Experience facilitating multidisciplinary initiatives
- Experience working with one or more of the following constituencies: local government staff, elected officials, community-based health organizations, or public health departments
- Relevant advanced degree, such as law degree, Masters in Public Policy/Administration, Masters in City Planning, Masters in Public Health
- Fluency in Spanish

Compensation

This is a full-time position. Salary range is \$85,000 to \$115,000 per year. ChangeLab Solutions offers a generous benefits package including PTO, medical, dental, vision, and long term disability insurance, life insurance, tax sheltered annuity and a flexible spending plan for medical and childcare expenses.

How to apply

To apply for the Program Director position, please email all required information to jobs@changelabsolutions.org; please include **Program Director** in the subject line of the email. The following are required for a complete application packet: cover letter and resume. Incomplete applications will not be considered. Applications will be reviewed on a rolling basis.

No phone calls, please.