

2022-2023 Yearlong Fellowship Job Description

Organization:	Colorado Consumer Health Initiative (CCHI)
Organization City/Primary Work Location:	Denver
Website URL:	cohealthinitiative.org

Organization Mission Statement (and any other relevant information you feel would be helpful to understanding the organization):

OUR MISSION

CCHI advances the consumer voice to improve access to health care for all Coloradans by working statewide for progress toward equity, affordability, and quality.

OUR VISION

All Coloradans have equitable access to affordable, high-quality health care.

WHO WE ARE

The Colorado Consumer Health Initiative (CCHI) is a nonprofit, consumer-oriented, membership-based health advocacy organization that serves Coloradans whose access to health care and financial security are compromised by structural barriers, affordability, poor benefits, or unfair business practices of the health care industry.

CORE VALUES

Collaboration

As a membership-based organization committed to authentically representing consumer interests, we work together with a variety of consumer and advocacy organizations and individuals around the state to identify issues in the health care system and strategies for improvements. We find better solutions and can achieve better results when we can lift up many voices and leverage our own strengths, as well as those of our partners towards changes that meet the needs of Colorado communities.

Equity

We are committed to working closely with communities facing structural barriers to health care in order to identify the root causes of inequity and to develop and support policies that will most effectively promote health equity.

Leadership

As an organization we step in to lead the charge and tackle a variety of health policy issues that impact Colorado communities. We activate members of the community to become consumer health leaders, as they are the experts on their own experiences with the health care system. By centering consumers and the issues they bring forward, we can better inform and influence public policy changes. We cultivate policymaker champions with an interest in health care and consumer protection and connect them

with consumer health leaders so they can use their power and influence to bring about positive and effective change.

Integrity

We champion issues that are important and valuable for Colorado consumers. We are authentic and reliable when representing CCHI and consumer interests, and build effective partnerships. We make earnest contributions when we engage on an issue and in coalitions, and strive for the highest level of credibility in our work.

Fellowship Overview

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Health Policy Fellow: A representative of CCHI who supports our policy manager by doing research and attending legislative hearings, writing issue briefs and blogs, creating infographics, supporting event logistics, developing policy arguments, tracking legislation, and hosting stakeholder meetings

This position will be:

Hybrid- must be able to come to the office

A typical week as a PIFP fellow in our office will look something like this:

Health Policy Fellow:

A typical week for the Health Policy Fellow will be working on a research project, attending stakeholder meetings with partner organizations, legislators and or regulators. The fellow will attend conferences and trainings. He or She will be responsible for planning meeting agendas, preparing meeting materials and taking notes. The fellow will be assisting the policy manager and working with our membership organizations and coalitions regarding framing health issues and solutions, prepping consumers for media and testimony, and creating fact sheets and blogs to support health policy work.

What support or professional development can the fellow expect from their supervisor, the team/staff, or the organization?

This work can be intense and our staff promotes self care and mutual support. We do weekly check-ins with supervisors and the team, but also have a no wrong door policy where every employee is able to ask questions of any employee. CCHI is committed to being a learning community to grow and do our best work for the community. We will also be hosting two fellows, so there will be collaborative training & work opportunities.

Additional benefits offered to the fellow:

CCHI offers a free RTD ECO Pass, valued at \$540/year, and a cell phone stipend at \$600/year. CCHI also pays 100% Health Dental, Vision, Accident, Death and Dismemberment, Long and Short term Disability Insurance and generous Paid Time Off.

Fellowship Details

Primary Responsibilities:

Health Policy Fellow:

- Research and analyze health policy issues; summarize findings in written reports, memos, and policy issue briefs
- Write for monthly e-newsletter and draft blogs on timely health care topics
- Assist in developing arguments for or against proposed policies related to legislative and regulatory policy priorities
- Advocate for policy priorities, including the passage of legislation and regulatory changes
- Track legislation related to organization legislative priorities
- Attend legislative hearings
- Serve as a representative from CCHI at member and stakeholder meetings
- Prepare agendas, write meeting minutes, and disseminate materials for meetings
- Inform CCHI members of health policy issues and legislative updates
- Update website with organizational positions on health care policy issues
- Create infographics and fact sheets for policy content
- Support event logistics, such as organizing advocacy efforts at the Capitol

Through this fellowship, you will build capacity in our organization by:

The Policy Fellow will research and analyze health policy issues, summarize findings, write blogs, assist in developing arguments and advocate for or against proposed policies related to legislative and regulatory policy priorities, serve as a representative of CCHI at stakeholder meetings and assist the policy manager.

The ways in which you will contribute to societal systemic change during this fellowship:

For the policy fellow: CCHI strives to advance community-driven policies to achieve health equity for Coloradans. By supporting our policy work through story collection, policy analysis, coalition building and more, our fellow will get first-hand experience making a difference for Colorado at the State Capitol, Division of Insurance, and other departments by fighting for more transparency, affordability, and equity in health care and preventing financial insecurity.

If applicable: You might also engage in direct service and impact your community in the following ways.

The "CAP" Fellow will directly assist consumers with medical bills and affording prescription drugs by providing guidance with appeals, complaints, and hospital assistance applications. He or she will collect client data, maintain partner relationships, develop assistance tools, research issues, and market the program.

Required qualifications/skills:

Health Policy Fellow:

- Demonstrated ability to multi-task and prioritize tasks with competing, urgent deadlines
- Works well as part of a team in a fast-paced environment; flexible and comfortable with changing schedule
- Excellent writing skills, with the ability to consolidate complex, technical information into a user-friendly format
- Highly detail oriented
- Demonstrated ability to think critically, analyze, and research complex and technical policy topics
- Desire to advocate for policies that positively affect health care consumers, help community members solve problems, and navigate resources

Preferred qualifications/skills:

Health Policy Fellow:

- Interest in, or experience with, the health care system
- Familiarity with health insurance terminology
- Experience working directly with consumers and/or in communities
- Experience with event planning
- Ability to create info graphics using online platforms such as Canva
- Comfortable with public speaking

What skills/competencies will fellow learn/enhance during this experience?

Policy fellow will hone expertise in intersectional health policy issues, researching complex topics and communicating barriers by raising the consumer voice to create positive changes. This fellow will expand their professional network by working with key stakeholders, members and consumers, and learn more about how to frame arguments and how legislative and regulatory changes are made.

Advice and Application Follow-up

Our advice for those who apply:

Health Policy Fellow:

CCHI has a small, passionate staff continually striving for health equity, access and affordability. It may take time to get up to speed with health policy, issues, acronyms and meet the key stakeholders. CCHI offers a lot of opportunity to work on several policy issues including interacting with strategic engagement, our direct service program and field work, and learning how the teams work together. The fellowship is a combination of working independently and on teams. The Colorado Legislative Session (Jan - May) can be a busy time. This position requires excellent research, writing, communication and time management skills.

Additional information applicants should know about the organization and/or this position:

Policy Fellow: We are a small organization so many of our staff wear "multiple hats", which is an opportunity for a variety of tasks making the position interesting. The content matter we work with can be very niche and wonky, so this position will be best for someone open to learning how you can advance health equity and social justice through technical policy and regulatory change. We have a diverse staff and are committed to being an anti-racist organization with ongoing efforts to center equity in our work while providing DEI training and learning opportunities.

Supplemental question to be answered in your application if interested in this fellowship:

Policy Fellow: What leads to your interest in health system advocacy? Where do you see health reform fitting in among larger social issues? Where does that desire to improve things come from?