



**POSITION ANNOUNCEMENT**  
**Senior Program Officer, Improving Access**

**STATUS: Regular, Full Time**  
**REPORTING TO: Director, Improving Access**  
**LOCATION: Oakland, CA (May Telework from Southern California)**  
**CLOSING DATE: 1/15/2021 (Earlier Submissions Encouraged)**

**Foundation Overview**

The California Health Care Foundation (CHCF) is dedicated to advancing meaningful, measurable improvements in the way the health care delivery system provides care to the people of California, particularly those with low incomes and those whose needs are not well served by the status quo. We work to ensure that people have access to the care they need, when they need it, at a price they can afford. CHCF's work is oriented around three goals:

1. Improving access to coverage and care
2. Promoting high-value care
3. Laying the foundation for change

**Improving Access Team Overview**

The Access team works to advance state policy reforms and delivery system transformation to improve coverage and care. These aims are achieved through three focus areas:

- Access to Affordable Coverage – advancing state policies and practices that ensure that all Californians with low incomes have affordable coverage and that Medi-Cal enrollees can get the care they need when they need it.
- Access to Primary Care – advancing policy, payment, and delivery system reforms to improve access by Californians with low incomes to high-quality, linguistically and culturally responsive primary care that includes behavioral health care.
- Access to Specialty Care – spreading the use of telehealth in California's safety net and to spur Medi-Cal policy and payment reforms to improve access to specialty care for Californian's with low incomes.

We do this by working with a variety of partners — health plans, providers, consumer advocates, state government, technology companies, and thought leaders — and listening to and amplifying the voices of Medi-Cal enrollees to identify, develop, test, and spread both innovative and proven approaches. We fund technical assistance, collaborative workgroups, rigorous analysis and policy research, and targeted evaluations.

## Position Overview

The senior program officer will play a significant role in developing a strategy and leading projects to improve access to coverage and care for Californians with low incomes. Specifically, the senior program officer will lead one of two bodies of work within the Access team: Medi-Cal Accountability or Telehealth. For Medi-Cal Accountability, CHCF works to advance policies and practices among state policymakers, program officials, and Medi-Cal managed care plans to ensure that all Medi-Cal enrollees have the same opportunity as other Californians to get timely, high-quality care, regardless of their race, ethnicity, or where they live. For Telehealth, CHCF seeks to ensure that the benefits of telehealth reach populations with low incomes throughout California, including patients who face technology and other barriers to telehealth, and to improve timely access to specialty care for Medi-Cal enrollees. Toward these aims, CHCF draws upon several approaches: using data to foster transparency and monitor program and plan performance; identifying and advocating for sound public policy and payment reforms; supporting innovation and spread in the safety-net delivery system; and supporting rigorous evaluations.

Our ideal candidate will have a solid understanding of safety-net programs and providers, experience with operational and strategic health care delivery systems, and other experience relevant to the Access team's work, as outlined above. The candidate will be collaborative, curious, analytical, a quick learner, driven to make an impact, dedicated to CHCF's mission, and accountable. This is an exciting opportunity to help shape the future of health care in California, improve access to care, and enhance the lives of millions of Californians.

Some travel will be required once it is safe to do so. Candidates who want to work from Sacramento or telework from Southern California will also be considered.

## Primary Responsibilities

- Support the development and execution of strategy to meet program goals, including contributing to strategy refinement and recommending topics and projects to pursue.
- Develop and manage a portfolio of projects and grants, constructing and implementing work plans to support program strategy.
- Produce and present written summaries, analyses, and recommendations for proposed projects and initiatives for foundation peer review and board of directors' approval.
- Engage with key stakeholders to obtain input on ideas and projects, to guide project development, and as needed, to support project activities. Plan and convene meetings to encourage collaboration.
- Build and manage relationships with key stakeholders, grantees, and potential grantees, consultants, and contractors.
- Work with grantees to develop and implement programs that support CHCF strategies, providing guidance and feedback as needed.
- Keep abreast of key trends, innovations, and best practices in California and other states,

specifically as they pertain to improving access to care and safety-net providers.

- Assist with the development and dissemination of reports and research findings by participating in conferences, briefings, and other public presentation opportunities.
- Participate in organization-wide activities and cross-cutting teams. Work collaboratively with colleagues to support grantmaking, monitoring, and learning.
- Represent CHCF in external meetings to inform and collaborate with a range of state and local policymakers, leaders in the health care delivery system, consumer advocates, academics, and the media.

### **Minimum Qualifications**

- Six or more years of relevant work experience in health care delivery, finance, policy, or administration.
- Master's degree in a relevant field (eg, health administration, public health, business, etc.). Additional experience may be considered in lieu of a master's degree.
- Demonstrated commitment to CHCF's mission and to Diversity, Equity and Inclusion.

### *Skills and competencies*

- Strong analytic, strategic, and critical thinking skills.
- Demonstrated ability to learn new fields and concepts quickly.
- Comfortable working in a fast-paced environment.
- Ability to work in teams and build productive relationships with colleagues (internal and external).
- Strong project management skills, with demonstrated experience managing multiple, complex projects that involve a variety of stakeholders.
- Excellent written and oral communication skills, with an ability to translate complex ideas into clear, easy-to-understand concepts.
- Effective public speaking, group facilitation, and presentation skills.
- Excellent interpersonal and collaboration skills, including ability to give and receive feedback graciously and constructively.
- Strong initiative and superior productivity.
- Comfort with ambiguity and demonstrated ability to remain flexible and nimble in a quickly changing environment.

### **Salary and Benefits**

The full salary range for this position is \$135,954 to \$203,930 with a starting salary range of \$135,954 to \$152,948, commensurate with training and experience. The foundation provides a generous benefits package that includes medical, dental, vision, disability, life, and long-term care insurance; a cafeteria plan; commuter checks or paid parking; EAP and wellness programs; educational assistance; paid time off; and retirement benefits.

## Commitment to Diversity, Equity, and Inclusion

The California Health Care Foundation is committed to attracting and retaining a diverse staff and will honor your experiences, perspectives and unique identity. We believe the power of diversity enriches all of us by exposing us to a range of ways to understand and engage with the world, identify challenges, and to discover, design and deliver solutions. Read more about CHCF's [Diversity, Equity, and Inclusion vision](#).

## How to Apply

The California Health Care Foundation is partnering with [Walker and Associates Consulting](#) - a national strategic management consulting and search firm located in Oakland - for this search. To apply, email a cover letter, resume and list of three references (candidates will be notified in advance of any outreach to references) to [chcf@walkeraac.com](mailto:chcf@walkeraac.com) by 5 p.m. PT on **Friday, January 15, 2021**. Use the subject line: Senior Program Officer Search. Submission via one combined PDF or Microsoft Word file is preferred. Resume review begins immediately.

*Questions or Nominations?* Email us at [chcf@walkeraac.com](mailto:chcf@walkeraac.com).



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*The California Health Care Foundation is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.*

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