

Assistant Director, Public Policy

About Physicians:

Physicians for Reproductive Health (Physicians) unites the medical community and concerned supporters. Together, we work to improve access to comprehensive reproductive health care, including contraception and abortion to meet the health care needs of all people.

- We bring the physician's distinctive voice to debates over reproductive health care.
- We provide leadership and tools so that physicians can speak up and take action.
- We use scientific expertise and our doctors' real-life experiences to influence legislation, medical practice, and public opinion.
- We advocate for reproductive health as a core part of all medical curricula.

Within our own organization, across all program areas, we commit to engaging in continual professional and organizational development toward the sustainability and longevity of Reproductive Justice (RJ) work as we partner with and amplify the work of leading Reproductive Justice organizations.

The current context will require that Physicians remains steadfast in confronting attacks on access to reproductive health care and related progressive issues, yet nimble and creative in responding to those assaults. The unstable political environment will also require that we revisit the Strategic Plan periodically to determine if it needs adjustment to address emerging challenges and to take advantage of new opportunities to ensure access to reproductive health care for all.

To learn more about Physicians, please visit us on the web at www.prh.org.

The Assistant Director, Public Policy position:

The Assistant Director, Public Policy leads Physicians for Reproductive Health (Physicians) legislative and regulatory advocacy activities, primarily at the federal level, as well as some state policy work. The Assistant Director also provides some communications support to amplify policy issues. Preferably based in the Washington, D.C. metropolitan area, the Assistant Director, Public Policy presents Physicians' positions before Congress, federal and state agencies, and works with allied organizations that impact organizational goals. S/he works with others in the organization to execute activities that attract doctors and supporters to advocate with Physicians.

The Assistant Director will report to the Vice President, Public Policy This position will be under a satellite model; a full-time remote environment for candidates in the Washington, D.C. metropolitan area.

Position Duties Include:

- Design and implement legislative strategies at the federal and state levels to engage the Physicians network
- Develop and maintain relationships with Members of Congress and their staffs
- Identify, track, and analyze the movement of key legislation and policy proposals affecting reproductive health
- Draft testimony, sign-on letters, comments, and other advocacy materials at both the state and federal levels
- Track and sign onto external letters from the reproductive health, rights, and justice community, with approval from the VP Public Policy
- Plan and execute lobby days and briefings with federal law makers
- Initiate, develop and maintain relationships with allied organizations and identify collaboration opportunities
- Represent Physicians in multiple coalitions including in a leadership capacity
- Serve as a policy expert to the staff and board including providing content for reports and grants as well as guidance and recommendations on overall campaigns
- Maintain a database of visits and contacts to federal lawmakers
- Draft fact sheets, action alerts, testimony, position papers, and other policy related documents including web site content
- Review fundraising appeals related to policy
- Amplify policy work alongside Assistant Director, Voice to create TPs, LTEs and op-eds, and across digital platforms like the website and social media
- Present at external meetings, webinars, trainings and conferences
- Write reports and updates for Board of Directors
- Other duties as assigned

Qualifications/Requirements:

- 3-5 years' experience in reproductive health policy or related field
- Advanced degree in law, public policy, or public health preferred but not required
- Ability to research, analyze, summarize, and present legislative policy for a variety of non-legal audiences, including physicians and other medical professionals
- Strong research, writing, and public speaking skills
- Comfort working with Twitter, Instagram, and Facebook
- Ability to work in coalition with other organizations on a variety of reproductive health care issues
- Experience educating policy makers
- Comfort with public speaking
- Strong organization skills
- Strong time management skills
- Ability to thrive in a fast-paced environment
- Ability to handle competing deadlines
- Creative/inventive thinker
- Ability to work independently and collaboratively

- Comfortable with telework technologies
- Ability to travel as assigned
- Ability to represent Physicians at external meetings and conferences
- Strong commitment to reproductive health, rights, and justice

Compensation and Benefits:

This is a full-time overtime exempt position. The salary will be commensurate with experience. Physicians offers medical (including sponsored dependent and family plans), dental and vision insurance, along with 401K benefits, generous vacation and sick time policies, and paid parental leave. The starting salary is \$70,000.00.

To Apply:

To apply, please email your CV, cover letter, and salary requirements to recruiting@prh.org. Applications are reviewed until the position is filled. Please indicate "Assistant Director, Public Policy" in the subject line. No phone calls, please. HR will only contact successful candidates. Applications are reviewed until the position is filled.

Physicians for Reproductive Health is an equal opportunity employer, committed to attracting, developing, and retaining exceptional people. We welcome and encourage applicants for all positions respecting the full spectrum of education, experience, age, race, creed, color, national origin, sex, religion, physical or mental disability, sexual orientation, gender identity, gender expression, ancestry, marital status, veteran status or other military status, or citizenship status, genetic carrier status, genetic information, AIDS or AIDS-related complex or HIV status, being a victim of domestic violence, protected activity (i.e., filing a charge of discrimination, participating in a discrimination proceeding, or otherwise opposing prohibited discrimination), or any other characteristic protected by federal, state, or local law.