

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Policy Analyst
Organization:	United Neighborhood Houses
Location:	New York, NY
Stipend:	\$67,500 with health insurance for the fellow, professional development funds, and relocation allowance
Start Date:	August 1 or September 4, 2018

ORGANIZATION DESCRIPTION

United Neighborhood Houses of New York (UNH), founded in 1919, is the membership organization of New York City's settlement houses. UNH's mission is to promote and strengthen the network's neighborhood-based, multi-service approach to improving the lives of low- and moderate-income New Yorkers and the communities in which they live. The goal of our work with member settlement houses is to strengthen and sustain their contribution to the economic vitality, health, and cultures of their communities and New York City as a whole. Today, this network includes 38 settlement houses, which collectively serve 750,000 people across all ages annually, in more than 660 locations throughout New York City's five boroughs. UNH organizes its work in four priority areas: elevating the experiences of settlement houses and their communities to drive reform; shoring up general nonprofit infrastructure; sustaining and expanding core settlement house services; and curating and supporting innovative practices. Learn more at www.unhny.org.

POSITION DESCRIPTION

For three years, UNH has been working to assist its settlement house members to navigate New York State's redesign of its Medicaid program and related policy shifts. UNH now seeks a Policy Analyst to build upon these efforts and expand its work to partner with its member organizations as they seek to integrate health and social services to address the social determinants of health. The fellow will play a leading role in assessing and demonstrating the collective impact of settlement houses, particularly related to social determinants of health. The position is part of UNH's Policy and Advocacy Department and reports to the Senior Policy Analyst for Aging and Health.

UNH seeks candidates who are interested and eager to gain experience in nonprofit management, policy, and public health. A key focus of the role will be to assist and support settlement houses as they measure, analyze, and track their programmatic outcomes, building on work UNH has already begun which focuses on Medicaid-billable behavioral health programming. UNH anticipates that the likely areas of focus will include behavioral health and expand first to early childhood education and older adult services, and then beyond based on the fellow's interest and the interests of member settlement houses. Concurrently, the Policy Analyst will focus on researching best practices that address the social determinants of health, promoting the work of the settlement houses to policy makers and healthcare payers, and exploring organizational partnerships and alliances across the settlement house network to maximize their potential to work with healthcare institutions.

This position is *only* available through the Mellon/ACLS Public Fellows program.
You may *not* contact the host institution to inquire about this position.

Key duties and responsibilities:

- Partner with and provide support to settlement houses, in a peer group and with individual organizations, to help staff understand and improve upon their data management practices, particularly as it relates to data related to social determinants of health, so that they can understand, articulate, and demonstrate the value of their programming;
- Research, write, and publish briefs on best practices for addressing the social determinants of health in two key areas of settlement house work—early childhood education and older adult services—and disseminate to the UNH network and external partners;
- Track, analyze, and share relevant policy and practice updates and research findings around health that pertain to settlement houses;
- Staff one or more peer group(s) of settlement house staff to share best practices and explore collaboration around managed care and value based payment reimbursement models, and demonstrating the settlement house role in impacting social determinants of health;
- Lead advocacy efforts to influence policy decisions when necessary;
- Assist settlement houses in their marketing efforts to managed care plans and health entities; and
- When necessary, manage outside consultants to assist settlement houses in specific areas of work, such as compliance.

This position will offer a unique opportunity to liaise with social service organizations, health care partners, government, and policy organizations. It will prepare the Policy Analyst for a variety of public sector leadership positions at a non-profit, in healthcare, or in government, including:

- Nonprofit roles focusing on advocacy, policy analysis, research, and strategic partnerships;
- Roles with healthcare organizations to focus on healthcare and social service integration, including managed care plans and hospitals; and
- Roles with government, including health policy and innovation.

QUALIFICATIONS

Required

- PhD in the humanities or humanistic social sciences;
- Ability to manage multiple, complex projects concurrently;
- Familiarity with and/or interest in collecting and analyzing both quantitative and qualitative data;
- Strong research and skills, including analysis, synthesis, and impact measurement;
- Strong interpersonal skills and an ability to collaborate with others and develop and maintain working relationships; and
- Strategic planning skills, including the ability to develop a long-term plan and achieve goals under that plan.

Preferred

- Familiarity with or interest in learning about healthcare policy and public health research; and
- Familiarity with settlement houses and/or community-based organizations.

APPLICATIONS

- Information on the Mellon/ACLS Public Fellows Program:
www.acls.org/programs/publicfellows
- All applications must be submitted through the ACLS Online Fellowship Application System (ofa.acls.org)
- Application deadline: March 14, 2018, 9 p.m. Eastern Daylight Time

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