

ANGEL FOUNDATION – POSITION DESCRIPTION

TITLE: Health Equity and Outreach Manager
CLASSIFICATION: Full time (40 hours/week); exempt
REPORTS TO: Vice President of Mission Delivery and Operations
SUMMARY: The Health Equity and Outreach Manager is responsible for developing, implementing, and evaluating Angel programming and outreach efforts that focus on health equity promotion and health disparity reduction in under-resourced communities of color. The manager will provide subject matter expertise in equitable strategies, community health & engagement, advocacy, health equity analytics, bias reduction, and diversity equity and inclusion practices. The ideal candidate is someone who is passionate about health equity and is instrumental in working on organization-wide health equity projects and partnerships that improve outcomes, reduce disparities, and reduce unconscious bias towards cancer patients of color.

MISSION Through an innovative and integrated approach of financial assistance, education, and support, Angel Foundation helps adults with cancer and their families so they may live life well with stability, strength, and resilience.

CULTURE STATEMENT At Angel Foundation it starts with “How can I help?” We are a people-first organization that is supportive and collaborative – from our office space and meetings to our programs and events. We are passionate about our mission and dedicated to our common goal of helping each other and the local cancer community.

DE&I COMMITMENT Angel Foundation is committed to creating and maintaining a working environment that is inclusive, equitable, and welcoming.

RESPONSIBILITIES

- Serves as a health equity subject matter expert on various health equity initiatives across the organization.
- Assists in planning, developing, coordinating, implementing, and evaluating organization programs impacting communities of color.
- Manages community outreach and engagement programs and activities and assists in the development of content and methodologies.
- Performs needs assessments and provides applicable interventions to assist patients of color and their families, including resource navigation, education, advocacy, and referral.
- Responsible for driving DE&I strategies with measurable outcomes.
- Oversees the Diversity, Equity and Inclusion Steering Committee and execution of the DE&I strategic plan.
- Partners with diverse teams and leaders across the community on health equity programs and initiatives.

- Serves as an Angel liaison to under-resourced communities and organizations of color. Helps build partnerships and collaboration to advance the mission and work of the organization.
- Works to identify opportunities for continuous improvement, standardization, and reduction of health disparities across the organization.
- Represents the organization as needed at conferences, events, meetings, and with coalitions or public health committees.
- Performs other job duties and projects as assigned.

QUALIFICATIONS

- Bachelor's degree in social work or nursing preferred.
- A minimum of 3 years of demonstrated leadership and success in community outreach and engagement and program management is required, including direct experience working in or with community-based organizations of color.
- Experience providing psychosocial support including group facilitation and conducting needs assessments to underserved communities with a high level of comfort in working with individuals/families during times of crisis.
- Ability to establish and maintain effective working relationships with diverse groups of state, regional, and local partners, stakeholders, leaders and agents.
- Excellent organizational, management, communication, and leadership skills.
- Must be reliable, flexible, self-motivated, and have a passionate commitment to the mission and culture of Angel Foundation.
- Ability to work independently, exercise good judgment, and maintain confidentiality.
- Experience in nonprofit or health-care related environments is preferred.
- Proficient in Microsoft Office software.

WORK ENVIRONMENT

- Physical requirements: normal office environment, ability to sit, stand and operate office equipment.
- Ability to lift 25 lbs.
- Travel requirements: some local travel is required.
- Other: Willing to work overtime when business demands necessitate additional coverage and output.

Angel Foundation is an equal opportunity employer and encourages applications from people of color, indigenous people, persons with disabilities, and LGBTQ+ individuals.