

TEXAS HEALTH INSTITUTE

Job Description

TITLE: Chief Health Equity Officer

REPORTS TO: Executive Director

BASIC FUNCTION: The Chief Health Equity Officer (CHEO) serves as a member of Executive Leadership Team, partnering with other senior leaders to elevate the institute's reach and impact with a particular focus on health equity. The CHEO will serve as an advisor, strategic leader, bridge builder and partner, leading THI's health equity commitment and strategy, and ensuring the organization executes on its vision to ensure everyone has the opportunities they need, free from barriers, to pursue their best health. Specifically, the CHEO will be responsible for maintaining and growing THI's credibility as a thought-leader on health equity, fostering action on health equity at local, state, and national levels, advancing our efforts as an equity-focused organization, and strengthening the capacity for external partners and stakeholders to advance health equity. This position requires an inspiring, collaborative, and innovative leader with outstanding management and development skills. Required work location for this position is in Texas.

Salary Range: \$120,000-132,000

THI is an equal opportunity employer committed to inclusive hiring and dedicated to diversity in our work and staff. We do not discriminate in employment opportunities or practices based on actual or perceived race, color, religion, national origin, sex (including pregnancy, childbirth or related medical conditions), age, marital status, sexual orientation, gender identity or expression, veteran status, uniform service member status, disability, or any other characteristic protected by law. Women, people of color (including multilingual and multicultural individuals), LGBTQ+ persons, and people with disabilities are encouraged to apply.

MAJOR RESPONSIBILITIES/TASKS

1. Leadership, Development, and Implementation:

- Under the advisement of the Board of Directors and in partnership with the Executive Director, leads and implements the overarching vision of advancing health equity for all, including but not limited to project ideation, development, partnerships, and stakeholder engagement
- Serves as an internal health equity SME, providing guidance and oversight on the application of a health equity lens to THI projects in the areas of research, evaluation, community health, and training
- Assesses priorities, creates and executes timelines, continuously monitors and evaluates progress. Supports and coordinates efforts with internal and external teams to successfully execute agreed upon strategies and develop related tasks

- Works collaboratively within and outside the organization to ensure THI board, staff, partners, and funders are informed of THI's health equity efforts and impact
- Demonstrates understanding and knowledge of THI, and the public health institute model to effectively create and implement impact driven strategies
- Proactively pursues and cultivates local, state, and national development opportunities and partnerships that are consistent with THI mission, while being intentional, innovative, and entrepreneurial

2. Partnerships

- Is a strong listener and able to build a robust network of partnerships to successfully advance health equity at all levels – community, local, state, and national
- Builds and manages effective partnerships with diverse community stakeholders, community based organizations, cross-sector leaders and decision-makers by serving as a SME and convener of initiatives to advance health equity
- Coordinates with existing and new funders to support current and emerging priorities

3. Organizational Change and Management:

- Develops, implements, and reports on the organizational equity plan in partnership with organizational stakeholders
- Supports a high performing culture and develops a team-based environment to motivate and inspire staff to work collaboratively towards THI vision and goals by implementing yearly staff development plans and mentoring
- Coordinates with the leadership team to identify and create professional development opportunities for THI staff

4. Growth and Development

- Builds support and partnerships to promote programs and projects that advance THI's ongoing reach and impact priorities in a scalable and sustainable manner
- Engages in the general operations and financial aspects of the organization to effectively lead, manage, and align resources, including but not limited to financial statements and budgets
- Negotiates appropriate roles, responsibilities, and compensation for staff and partners supported by contracts, fee for services agreements, and grants
- Identifies and secures diversified funding streams and business model(s)

5. **Other** - Performs related duties as may be assigned by the Executive Director

POSITION REQUIREMENTS, KNOWLEDGE, SKILLS & ABILITIES:

NOTE: These requirements represent minimum levels in order to perform the job on a satisfactory basis. Candidates must have the ability to satisfactorily perform the essential functions of the job.

Supervisory Responsibility: Yes

Required:

- Master's degree or equivalent qualifications in public health, social work, non-profit management, public policy, business administration, or related field
- Minimum of 8 years of professional experience, with at least 5 years of experience successfully

leading, developing and implementing programs focused on advancing health equity at national, state, community, and/or organizational levels

- Experience with qualitative and quantitative research approaches with excellence in report development and writing
- Deep knowledge and understanding of topics critical to advancing health equity such as social determinants of health, structural inequities, systemic racism, implicit bias, cultural humility, community engagement, building community power, etc.
- Demonstrated understanding of historical contexts, cultural values and norms of various communities, particularly of Black, Indigenous, and People of Color, LGBTQ+ and Recovery communities
- Familiarity with public health and healthcare topics and demonstrated ability to research issues, develop, implement and evaluate strategies, develop ideas and request for proposals
- Must be familiar with fundraising and revenue generation while maintaining a comprehensive and cohesive brand or identity
- Experience and motivation for systems-thinking
- Strong interpersonal skills; able to quickly establish credibility to develop and manage productive relationships with internal and external individuals and agencies
- Ability to provide support and training to other staff
- Exceptional public speaking and written communications skills
- Must be able to multitask with project commitments, funder and partner engagement, coordination with the leadership team
- Experience in statistical programming and diverse multivariate statistical methods with large, complex data sets
- Experience with focus group research and human-centered design approaches
- Experience with MS Office applications, project management software/s, and research applications

Preferred:

- Nonprofit experience preferred
- Experience leading and/or scaling up multi-sectoral community health efforts
- Recognition as a proven change agent and/or influencer
- Passion for public health and health systems transformation
- Experience with development and/or implementation of innovative funding strategies

To Apply:

Please email (subject line: Chief Health Equity Officer) a cover letter, the THI application, writing sample and resume to Sherry Wilkie Conway at swilkie@texashealthinstitute.org

The cover letter should describe your interest in the position and include an explanation of your connection to THI's mission, how your experience meets the minimum qualifications, and how you are prepared for the responsibilities outlined in the job description.

Your writing sample should demonstrate your ability to communicate complex content in an easy to understand manner for readers who may not know about the topic (i.e., simple, clear, concise).

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.