



Maternal and Infant Health Research and Policy Analyst

Classification: Exempt

Reports to: Executive Director

Salary Range: \$42,000 to \$49,000

Status: Full-time

About HMHB: Healthy Mothers, Healthy Babies Coalition of Georgia's mission is to improve maternal and infant health through advocacy, education and access to vital resources. Our vision is that every mother and child in Georgia will have access to resources for a healthier life. Learn more about HMHB by visiting us online at: www.hmhbga.org.

Overview: Healthy Mothers, Healthy Babies Coalition of Georgia (HMHB) seeks a qualified applicant for the full-time position of Research and Policy Analyst. We are looking for a dynamic professional to join our team and support our mission-driven activities. The Research and Policy Analyst is responsible for overseeing HMHB's non-partisan policy advocacy, research and coalition-building activities. The aim of these program activities are to address Georgia's poor maternal and infant health outcomes, and to address persistent disparities based on region, ethnicity and insurance status.

Essential Duties and Responsibilities:

- Coordinate multi-sector work groups to address priority maternal and infant health issues.
- Work closely with the Executive Director and Board Advocacy Committee to support the creation of HMHB's legislative and policy agenda and support its implementation.
- Organize HMHB's annual Legislative Breakfast and Lobby Day.
- Support maternal and child health professionals to engage with their local, state and federal policymakers toward the prioritization of maternal and infant health programs and funding.
- Engage policymakers by providing relevant datasets, analysis and review of proposed policies to assess potential impact through an equity lens.
- Coordinate all of HMHB's research projects, including local participatory research, research tool design, conducting focus groups and publishing findings.
- Work with HMHB team to coordinate the consistent and streamlined evaluation of our programs for impact.



- Present HMHB research findings and program outcomes at local and national conferences and partner meetings.
- Provide key testimony during the legislative session as needed.
- Provide technical support to maternal and child health professionals across Georgia working to improve local programs, utilize evaluations, and introduce evidence-based strategies.
- Represent HMHB on multiple working groups and committees, convened by key partners, related to improving maternal and child health outcomes in Georgia.
- Work with program staff to plan and conduct monthly webinars on key topics pertaining to closing gaps and addressing disparities in maternal and infant health outcomes in Georgia.
- Support employer-engagement activities to increase supportive work environments for pregnant and postpartum women in Georgia.

Requirements:

- Master's degree in Public Health, Policy, Public Administration, Social Work or comparable field.
- Must be dedicated to improving maternal and infant health in Georgia.
- Strong organizational skills that reflect the ability to perform and prioritize multiple tasks seamlessly with excellent attention to detail.
- Very strong interpersonal skills and the ability to build relationships with stakeholders, including staff, Board members, Coalition members, policymakers and donors.
- Proven ability to conduct program evaluation, including the design of evaluation plan, tools and implementation.
- Expert level written and verbal communication skills.
- Demonstrated proactive approaches to problem-solving with strong decision-making capability.
- Highly resourceful team-player, with the ability to also be extremely effective independently.
- Proven ability to handle confidential information with discretion, be adaptable to various competing demands, and demonstrate the highest level of service and response.
- Ability to collect and analyze both quantitative and qualitative data.
- Demonstrated ability to achieve high performance goals and meet deadlines in a fast paced environment.
- Ability to analyze and understand the potential impact of legislation and proposed policies.



- Familiarity in working with cloud-based systems including, Sharepoint, Google Drive and Dropbox.
- Command of Excel and SPSS (or comparable research analysis software).
- Willing to avoid travel during the first quarter of the year when the Georgia General Assembly is in session.

Preferred Qualifications:

- Knowledge of Georgia's legislative process.
- Research experience in the maternal and child health field.
- Previous experience conducting participatory and community-based research.
- Published original research.
- Previous experience in successfully facilitating planning meetings with diverse stakeholders.
- 2+ years in a similar role.

Application Instructions:

Please follow these instructions exactly. Applications received that are not in the correct format will not be reviewed. Please email your current resume or CV, a research or policy analysis writing sample, and a cover letter expressing your interest in the position IN A SINGLE PDF FILE, addressed to Elise Blasingame, Executive Director at thecoalition@hmhbga.org. We request that all applications be submitted by March 29, 2019 for consideration.

Please, no phone calls.

Benefits:

Full-time employees are eligible for enrollment in employer-sponsored (80%) health, dental and vision as well as a SIMPLE IRA retirement savings plan with employer match.

Healthy Mothers, Healthy Babies Coalition of Georgia is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.