**Health Policy Analyst**

The Health Policy Institute of Ohio, a small Columbus-based nonprofit organization, seeks applicants for a health policy analyst position.

Specific responsibilities include:

* Research and analyze key health policy issues such as population health, prevention, healthcare access, coverage and quality, social determinants of health, health equity, healthcare spending and payment reform
* Write, review and edit policy briefs and other work products
* Compile, extract and analyze data from a wide variety of sources
* Cultivate collaborative relationships with key stakeholders, including policymakers in the legislative and executive branches of state government
* Assist with the creation of charts, graphs and other visual tools
* Create and deliver high-quality presentations
* Assist with planning for forums, webinars and stakeholder meetings
* Facilitate stakeholder dialogue
* Assist with proposal writing and grant reporting
* Conduct key informant interviews

The ideal candidate will have:

* Experience with health policy analysis, data analysis, stakeholder engagement and facilitation and project management
* Ability to identify and review material from several sources and synthesize and summarize that information in a succinct, compelling manner appropriate for policymakers and lay audiences
* Well-developed written and verbal communication and interpersonal skills
* Ability to work independently within the context of a team-oriented organization
* Creative, curious and interested in learning about a wide variety of issues
* Excellent attention to detail
* Strong multi-tasking ability and work ethic

The required qualifications are:

* Bachelor’s degree in relevant field
* Passion for HPIO’s mission of providing the independent and nonpartisan analysis needed to create evidence-informed state health policy
* Commitment to diversity, equity and inclusion
* Ability to work independently within the context of a team-oriented organization
* Creative, curious and interested in learning about a wide variety of issues
* Excellent attention to detail
* Strong multi-tasking ability and work ethic
* Proficiency in the use of Microsoft applications (Word, Excel, PowerPoint and Outlook)

HPIO will consider both full- and part-time applicants. Interested candidates should send a letter indicating whether a full- or part-time position is of interest, along with a resume to President, Health Policy Institute of Ohio, at [hpio.job@gmail.com](mailto:hpio.job@gmail.com) by **Friday, December 14, 2018.**

Salary and benefits will be commensurate with experience and the full-or part-time status of the position.

The Health Policy Institute of Ohio ensures equal employment opportunity in accordance with the Ohio Revised Code 125.111 and all applicable federal regulations and guidelines.