**State of California**

**STRATEGIC GROWTH COUNCIL**

Health and Equity Program Analyst

Exempt Classification: Staff Intergovernmental Program Analyst

*Salary: $5,240 - $6,916 (monthly)*

**Location:  Sacramento (preferred) or telework**

The Strategic Growth Council is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, genetic identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), or sexual orientation of any person.

**STRATEGIC GROWTH COUNCIL**

The Strategic Growth Council (SGC) is a Cabinet-level state organization that coordinates and works collaboratively across state government and with public agencies, communities, and stakeholders to achieve sustainability, equity, economic prosperity, and quality of life for all Californians.  SGC programs include Affordable Housing and Sustainable Communities (AHSC), Sustainable Agriculture Lands Conservation (SALC), Transformative Climate Communities (TCC), Climate Change Research (CCR), Regional Climate Collaboratives (RCC), Technical Assistance (TA), and the Health and Equity Program – which is part of a multi-agency Health in All Policies (HiAP) Initiative. SGC is a fast-paced, creative work environment that requires staff to have strong collaboration skills, an ability to quickly respond to changing policy needs, and a positive attitude and sense of humor.

California’s Health in All Policies (HiAP) Initiative works with more than 20 state agencies to incorporate health, equity, and environmental sustainability into decision-making across sectors to improve the social and material conditions that drive health.  The HiAP approach offers a guide and filter to strengthen existing programs by enhancing collaboration, engage diverse stakeholders, and broaden their impact so that the same dollars serve multiple state goals.  California’s HiAP initiative began in 2009 as a public-private partnership. The newly-established Health and Equity Program (HEP) at SGC is an extension of this work and represents the first state-funded SGC positions to support the statewide HiAP initiative. Under the general direction of the SGC Executive Director and day-to-day supervision from the Health and Equity Program Manager, the Health and Equity Analyst tracks the activities of the SGC Racial Equity Action Plan as well as the CA HiAP Task Force workplan activities. The Program Analyst also provides evaluation expertise across all HEP work and partners with the California Department of Public Health (CDPH) and Public Health Institute (PHI) to monitor and provide guidance to the California’s HiAP Task Force.

**SPECIFIC DUTIES**

30% **California HiAP Task Force**

* In partnership with the California Department of Public Health and the Public Health Institute, convene and facilitate California’s HiAP Task Force (a multi-agency process that brings together over twenty state entities to build collaborative partnerships and incorporate health, equity, and environmental sustainability into decision-making).
* Support internal project tracking and implementation (e.g. developing workplans, tracking and evaluating project progress, sending requests for vetting/approval) and develop materials for SGC Council reporting, with close guidance from Program Manager.
* Develop or update HiAP technical assistance to support the integration of health and equity strategies across State government.
* In collaboration with the Partnership and with guidance from Program Manger develop or maintain and update an overall evaluation strategy of HiAP, including collecting best practices and lessons learned, tracking progress, considering options for measurement and accountability, and exploring use of relevant health and equity data and indicators.
	+ Work closely with CDPH Healthy Communities Indicators Project on data updates, requests, and guidance

30%**Advance Implementation of Health and Racial Equity Strategies**

* Under the guidance of the Program Manager, lead the efforts supporting state agencies and departments to incorporate health and equity measures into grantmaking criteria and scoring, guidelines, planning processes, and other institutional practices.
	+ Activities can include but are not limited to monitoring innovative approaches, convening partner agencies, identifying and disseminating lessons learned and best practices, consolidating emergent practices, and developing health and equity tools including grant guideline templates, model language, and checklists of key equity criteria or considerations for use by SGC as well as partner departments and agencies, and making it available on our website.
	+ Develop and implement strategies to provide analytical, evaluation, and other data-driven support to track implementation of efforts
* Develop frameworks to measure and track health and equity measures within programs and grants as needed.
* In collaboration with HEP Associate, develop communications materials and explore mediums to disseminate findings and outcomes including fact sheets, staff reports, and other content for public distribution.

 30% **Racial Equity Implementation & Tracking**

* Support SGC’s role as member of the Government Alliance on Race and Equity (GARE) and sponsor and host for the Capitol Collaborative on Race and Equity (CCORE - a high profile multi-agency racial equity initiative in Sacramento).
* Track policy initiatives that emerge from GARE and CCORE that impact Council-member agencies as needed.
* Under the guidance of the Program Manager, integrate health and equity principles and practices into Council-led initiatives.
* Provide health and equity expertise to SGC programs including AHSC, TCC, RCC, SALC, and CCR, as well as OPR-related initiatives as needed.
* Support the SGC/OPR Co-leads and HEP Program Manager in implementing the SGC Racial Equity Action Plan. Tracking and evaluation tasks may be similar to those listed in the Health and Equity Integration section above.
* Other support as needed.

10% **Other Duties**

* Other duties as needed to support the mission of the organization.

**Desirable Qualifications:**

In addition to evaluating each candidate's relative skills and abilities, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating applicants:

Preferred experience**:**Master’s degree in Public Health or equivalent experience.

Minimum experience: At least 3 years of relevant experience including evaluation and tracking of programmatic activities and working on collaborative projects.

* Understanding of how the social, economic, physical, and service environments influence health and racial equity outcomes.
* Familiarity with state and local government programs and policies across multiple sectors, especially programs related to active transportation, affordable housing, land use and transportation planning, regional governance, sustainability and climate change, urban forestry, air quality, and healthy food availability.
* Understanding of core constructions such as structural racism, equity, and justice and ability to facilitate a discussion of structural racism and other oppressions with diverse audiences.
* Qualitative and quantitative research skills, including the ability to conduct key informant interviews, synthesize existing research, assist in data collection
* Ability to plan and facilitate meetings, build consensus, be a part of a team, and work collaboratively.
* Excellent verbal and written communication skills and an ability to communicate to diverse audiences.
* Strong work ethic, detail oriented and organized.
* Collaborative, adaptable, and able to prioritize emergent and ongoing tasks.
* Proficient in Microsoft Office.
* Proven commitment to serving California’s diverse communities.
* An ability to create a work environment that celebrates diverse backgrounds, cultures, and personal experiences.
* Ability and flexibility to travel and effectively participate in site visits, public workshops, and meetings up to 20% of the time.
* Occasionally will need to work on evenings, weekends, and holidays.
* Bilingual in English and one of California’s most spoken languages (Spanish, Chinese, Tagalog, Vietnamese, and Korean).

**Compensation and Benefits**:

The State of California benefit package may include:

* Retirement contributions into the California Public Employees’ Retirement System.
* Vacation and Sick Leave or Annual Leave.
* Flexible work hours with prior agreement from Supervisor.
* Professional Development Days – two day per fiscal year.
* Medical, dental, and vision insurance.
* Life insurance basic coverage of $50,000 for managers and $25,000 for supervisors, confidential, and excluded employees.
* Voluntary enrollment into a deferred compensation program for Long-term Disability Insurance, Long Term Care Insurance, Group Term Life Insurance, and a Legal Service Plan.
* This position is at-will and exempt from Civil Service.

**Review and Selection Process:**

Candidates with the most desirable qualifications will be invited for interviews. Interviews will be held remotely. The Health and Equity Program Analyst serves at the pleasure of the Governor and is an “Exempt” position, therefore appointment to this position and the final salary are subject to executive approval.

**How to Apply:**

Please submit application, cover letter, and resume electronically through your CalCareers account at [www.calcareers.ca.gov](http://www.calcareers.ca.gov). In your cover letter, please explain why you are interested in this position and why you think you are a good fit for it.

Or mail it to:

Joanna Sledge

Personnel Officer

P.O. Box 3044

Sacramento, CA 95812-3044

Questions may be directed to Joanna.sledge@opr.ca.gov.