**State of California**

**STRATEGIC GROWTH COUNCIL**

Health and Equity Program Manager

Exempt Classification: Senior Projects Analyst

Salary: $6,825 - 9,310 (monthly)

**Location: Sacramento**

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 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 Health and Equity Program 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 of the SGC Deputy Director, the Health and Equity Program Manager  oversees the work of the Health and Equity Program, provides health and equity expertise to California state agencies, advances implementation of strategies that promote racial equity at SGC, and partners with the California Department of Public Health (CDPH) and Public Health Institute (PHI) to convene and facilitate California’s HiAP Task Force.

**SPECIFIC DUTIES**

40% **Program Management**

* Provide long term planning, leadership, and direction for the Health and Equity Program.
* Supervise Health and Equity Program staff, consultants, and interns:
	+ Provide clear direction, timelines and expectations to Health and Equity Program staff, consultants, and interns.
	+ Develop work plans and detailed roles and responsibilities with Health and Equity Program staff.
	+ Conduct performance review of Health and Equity Program staff.
	+ Partner with SGC and OPR staff to develop contracts, conduct legal review, create communications materials, and provide analysis for budget and legislation.
	+ Stay abreast on management training and best practices.
	+ Regularly review the Health and Equity Program for improvements to delivery.
* Serve as SGC’s point of contact for health and equity topics to the Council, the Legislature, the Governor’s Office, and other state agencies and entities as needed.
* Integrate health and equity principles and practices into Council-led initiatives.
* Provide health and equity expertise to SGC programs including AHSC, TCC, CACE, SALC, and CCR, and Office of Planning and Research related initiatives as appropriate.
* Oversee tracking of health and equity work across SGC with close guidance from Deputy Director.
* Build and manage meaningful relationships and partnerships with HiAP Task Force members, who represent over 20 different state agencies and departments, and staff from SGC, CDPH, and PHI, including managing and updating collaboration agreements as needed.

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).
	+ Activities can include but are not limited to: development of agendas, expanding and/or deepening HiAP Task Force membership and involvements, and conducting briefings with state leadership.
* Oversee development and implementation of multiagency work activities and provide support to multiagency work groups and stakeholders as needed (topics may include healthy transportation, housing, food, violence-free communities, equity in government, and parks and greening).
* Develop or update HiAP technical assistance to support health and equity across state government.
* Oversee development and maintenance of 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.

20% **Racial Equity Implementation**

* Work with the SGC/OPR Racial Equity Co-Leads (SGC Deputy Director and OPR Deputy Director) on:
	+ Implementation of the SGC Racial Equity Action Plan
	+ Developing performance measures and tracking progress for the action plan
	+ Convening and facilitating meetings of the SGC/OPR GARE Team;
	+ Convening inter-agency Racial Equity Working Group in partnership with SGC Deputy Director
	+ And staffing or co-leading meetings as needed.
* Participate in the Government Alliance on Race and Equity (GARE) and the Capitol Collaborative on Race and Equity (CCORE - a high profile 18-agency racial equity initiative in Sacramento).
* Provide strategy support to the Capitol Cohort itself and provide recommendations for the future evolution of racial equity capacity building across state government.

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 similar field AND at least 5 years of relevant experience.

Minimum experience**:**Master’s degree or equivalent experience AND at least 5 years of relevant experience.

* Understanding of how the social, economic, physical, and service environments influence health and racial equity outcomes for California’s communities.
* Excellent collaboration skills including experience facilitating consensus decision-making processes, navigating complex policy issues, establishing shared goals between “unlikely partners,” engaging a wide range of stakeholders, and developing long-lasting multi-organization partnerships.
* Understanding of core constructions such as structural racism, equity, and justice and ability to participate in discussion of structural racism and other oppressions with diverse audiences.
* 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 access to healthy food.
* Ability to lead and inspire teamwork and collaboration by being accessible, supportive, and empathetic, and maintain constructive team relationships.
* Policy analysis skills, including the ability to develop and evaluate policies on sensitive topics and make policy recommendations that take into account the priorities of multiple stakeholders.
* Qualitative and quantitative research skills, including the ability to conduct key informant interviews, synthesize existing research, design data collection mechanisms, conduct literature review, and write reports.
* Strong work ethic, detail oriented and organized.
* Collaborative, adaptable, and able to prioritize emergent and ongoing tasks.
* Excellent verbal and written communication skills and an ability to communicate to diverse audiences.
* Good judgment and reasoning skills, including ability to navigate complex situations while considering a variety of factors including ethics, cultural differences, facts and assumptions, consequences and risks, and the needs of all parties.
* Proven commitment to creating 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 Manager 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.