



Position Title: Director of Policy and External Affairs

Reports To: Chief Policy and Relationships Officer

Location: Denver, CO

Connect for Health Colorado is the state-based health insurance marketplace and support network that allows individuals, families and small employers to compare and purchase health plans from companies including the major health plans in the state in a convenient way. We provide high quality customer assistance by phone and in person, as well as access to federal financial assistance to reduce the cost of health insurance. Our mission is to increase access, affordability, and choice for individuals and small employers purchasing health insurance in Colorado.

Position Summary:

The Director of Policy and External Affairs will support leadership and oversight for the advancement of Connect for Health Colorado's objectives in communication, marketing, state and federal legislature, and community-based activities to coordinate and support executive outcomes and other areas as they become pertinent to the business.

Position Responsibilities:

- Assist Chief Policy and Relationships Officer with the planning and execution of policy related objectives for the organization's strategic plan.
- Support management responsibility for departmental services and activities including county, state and federal government relations.
- Provide recommendations to Agency staff, Board of Directors, the Executive Leadership Team (ELT), on local, state and federal policy, legislative and or regulatory matters.
- Support statewide efforts to enact legislation that supports Connect for Health Colorado operations. Establish and cultivate long term positive relationships with elected officials, key regulatory agency personnel and external stakeholders to ensure on-going interest in multi-year, funding and or policy requests.
- Lead cross-departmental implementation of federal and state policies from initial analyses and drafting policy, to delivery to frontline stakeholders and customers.
- Support the monitoring and coordination of drafting and submissions of Connect for Health Colorado responses to emerging policy and legislation. Analyze bills and prepare statements, memos, letters and other communications related to policy issues.
- Represent Connect for Health Colorado at the Legislative Committee, the Legislative Roundtable, and with other external stakeholders. Attend and participate in professional group meetings; stay abreast of new trends and innovations.

- Support preparation of quarterly FPPC reports and advises Connect for Health Colorado management about the capital and policy priorities most closely matching existing funding sources and legislative leadership interests.
- Ability to utilize a variety of advisory and design data such as community surveys, service measurement results, budgets, academic studies, legal opinions, reports, policy manuals and other documents to obtain information, draw conclusions, and recommend actions.
- Partner with internal legal counsel to ensure adherence to government regulations and compliance to federal, state and local financial and contractual guidelines for all assigned divisions or areas of responsibility.
- Perform other related duties as assigned.

Position Requirements:

- Bachelor's degree from an accredited institution.
- Prefer work experience in local, state and/or federal advocacy programs, however not required.
- Thorough knowledge and understanding of key components of Affordable Care Act (ACA), especially health insurance exchanges.
- Strong understanding of the health care or health insurance industry or Medicaid, Medicare.
- Understanding of legislative processes, politics, and the complex corporate and policy issues affecting the health care marketplace exchange/industry.
- The ability to learn and master complex policy and legislative issues, think creatively, and develop innovative strategies and solutions.
- Three to five years of demonstrated experience with diverse stakeholders, including facilitation of multiple stakeholders towards consensus or common understanding (if not agreement).
- Strong conflict resolution skills.
- Organized with the ability to oversee multiple complex projects with competing deadlines.
- Demonstrated experience in working with contract vendors on research, actuarial analyses, technology implementation and community organizing, with ability to demonstrate ROI.
- Outstanding verbal and interpersonal communication skills.
- Ability to formally present complex topics to diverse groups, including the Board of Directors.

Work Environment:

- Typical office setting; the Connect for Health Colorado office is in the DTC area, near the intersection of I-25 & I-225
 - Work schedule may include some non-traditional hours, weekends and evening events.
 - Full time position
 - On-site during office hours, typically 8am-5pm
 - Current remote environment
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Compensation:

Connect for Health Colorado offers a competitive salary and benefits package. Using Connect for Health Colorado's annual benefits allowance, employees may elect from various benefit offerings and tailor a package to best suit their individual needs. Connect for Health Colorado employees are eligible to participate in the organization's 403(b) plan and are additionally provided with paid time off, short and long term disability and life insurance.

To Apply:

Please e-mail resume, cover letter, and three (3) references to hire@chco.com. Please include position title in the subject line. No phone calls please.

Connect for Health Colorado is an equal opportunity employer (EOE). Connect for Health Colorado may, at its discretion, conduct a background check on any workforce member and/or require job candidates to successfully complete a background check as a condition of employment.
