



Position Announcement  
**Senior Policy Analyst**  
January 2024

**Organizational information:**

At Every Texan, we envision a Texas where people of all backgrounds can contribute to and share in the prosperity of our state. Unfortunately, not all Texans can access the conditions they need to thrive. We believe one of the most effective ways to advance social justice is to strengthen public policy. We are deeply committed to policy solutions that advance racial, ethnic, and gender equity, expanding opportunity *for every Texan*. You can learn more about our work at [everytexan.org](https://everytexan.org).

We are committed to focused and sustained action to dismantle racist systems, policies, practices, and ideologies. This commitment is ongoing and represents our desire to create and nurture an organizational culture that espouses anti-racism, equity and belonging for all. We also listen to the voices of Black, Brown, Indigenous and People of Color (BIPOC) communities to catalyze equitable outcomes for all, and we recognize, value, and uplift the dignity and humanity of all our staff and interns within our organization. We believe that living out our values as an anti-racist organization is critical to our mission. We stand against all forms of oppression, including transphobia, classism, sexism, ableism, and xenophobia.

Every Texan is an equal opportunity employer committed to inclusive hiring and dedicated to diversity in our work and staff. We do not discriminate in employment opportunities or practices based on actual or perceived race, color, religion, national origin, sex, age, marital status, sexual orientation, gender identity or expression, pregnancy, childbirth or related medical conditions, veteran status, uniform service member status, disability, or any other characteristic protected by law. Women, people of color (including multilingual and multicultural individuals), LGBTQ+ persons, and people with disabilities are encouraged to apply. Every Texan is a proudly unionized workplace.

**Position Summary:**

The Senior Policy Analyst is a member of the Health and Food Justice (HFJ) team, which spans food security and access to affordable health care coverage. The Senior Policy Analyst works closely with all members of the HFJ team and is part of the Policy and Advocacy team. The Senior Policy Analyst reports to the Director of Health & Food Justice.

The core goal of this position is to improve policies that affect access for Texans facing systemic barriers to affordable health care – people of color, low-income people, immigrants, and people with high health care needs – by improving access to and adequacy of health coverage programs, including Texas Medicaid and CHIP and the Health Insurance Marketplace.



The ideal candidate should be committed to improving equity by ensuring all Texans have access to quality, affordable health coverage and can access the health care they need without financial hardship. Candidates must have health policy expertise, a strong desire to drive policy change at the state and federal level, the ability to understand complex policies and to translate them for non-expert audiences, and a desire to engage in the legislative process. Personal experience with the impact public health coverage programs or other public benefits can have on improving outcomes is a plus.

The Senior Policy Analyst will work closely with the other HFJ team members to identify and address barriers to health and hunger programs, advocate for improved programs and policies, and conduct outreach with the goal of increasing equity and access to needed benefits.

**Roles and Responsibilities:**

- Work with the Director of Health and Food Justice and the Every Texan staff to develop and implement goals and strategies for the team's health equity policy and advocacy agenda to increase access to health and food justice in Texas, ensuring every action aligns with the organization's strategic objectives.
- Monitor federal and state policy and budget issues/changes affecting Medicaid, CHIP, SNAP, TANF and other HHSC (Health and Human Services Commission) programs, along with the Health Insurance Marketplace.
- Engage in legislative and administrative advocacy at the state and federal level, including providing testimony at state legislative hearings, to advance equitable health and food justice policy.
- Develop progressively broader and deeper policy expertise on Texas Medicaid, CHIP, the Health Insurance Marketplace, and uninsured populations.
- Conduct in-depth research and analyses on policies and data related to improving access to health coverage and care and advancing health equity.
- Help lead and support state health coverage coalitions and work closely with partners to increase health equity.
- Write policy-focused fact sheets, reports, blog posts, white papers, and comments on federal and state health policy and budget issues with a focus on equity.
- Provide data and policy information to legislators, state and local officials, local groups, and service providers to assist them in their efforts to ensure access to health care and nutrition programs.
- Establish and maintain relationships with key policy experts and advocates inside and outside government, including national organizations and federal agencies, regarding access to health and food justice.
- Public media, speaking and presentations to national, state, and local audiences leading with a focus on health equity.
- Build and maintain relationships with funders of our health care portfolio and work with the Grants Manager to write grant proposals and reports.



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- Engage actively in the organizational life of Every Texan.
- Other duties as assigned.

### Required Qualifications

We understand that some great candidates will not meet every qualification on this list. We encourage those interested in the position to apply, even if you are missing some of the items mentioned below.

- Education and work experience:
  - Bachelor's degree and at least 10 years of experience in a related field, or
  - Master's degree and 8 years of experience in a related field (can be co-occurring), or
  - Ph.D. and 6 years of experience in a related field (can be co-occurring).
- A demonstrated commitment to Every Texan's mission of strengthening public policy to expand opportunity and equity for Texans of all backgrounds.
- Understanding of barriers low-income people and members of other marginalized communities face, particularly institutional and structural racism, when applying for public benefits.
- Knowledge of health coverage policy, including Medicaid, CHIP, and Marketplace policy related to eligibility, affordability, enrollment, consumer protections, and/or, health care delivery.
- At least 3 years of experience in personnel and/or project management.
- Experience in leading the development and execution of comprehensive strategies to change public policy, including some or all these tactics: research, public education, advocacy, organizing, coalition-building, and pilots;
- Familiarity with the legislative and administrative processes.
- A demonstrated ability to be self-motivated and adaptable and to work independently and as part of a team.
- Strong writing, editing, and presenting skills, including the ability to conduct and explain data and policy analyses to various audiences.
- Strong analytical and critical thinking skills, intellectual curiosity, and initiative.
- Strong organizational skills, attention to detail, ability to prioritize and manage multiple tasks, and ability to complete projects under time constraints.
- Strong interpersonal skills with the ability (and desire) to build trusting relationships with partners.
- Ability to undertake some travel.

### Bonus Skills/Experience:

- Knowledge of food security programs including SNAP, TANF and/or the child nutrition programs School Lunch, School Breakfast, Afterschool Meals, Summer Meal Programs, WIC, and CACFP
- Worked closely with or for Texas HHSC or another state Medicaid agency.
- Familiarity with the Texas legislative and administrative processes.



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- Experience working for or with advocates, legislatures, or government entities on HHSC-related policies and budget issues.
- Experience within Texas HHSC's Access and Eligibility Services or Medicaid & CHIP Services divisions, or with human service programs such as Medicaid, the Supplemental Nutrition Assistance Program (SNAP), the Children's Health Insurance Program (CHIP), or Temporary Assistance for Needy Families (TANF).
- Familiarity with immigrant (non-citizen) eligibility for/access to public benefits.
- Bilingual fluency (speaking, reading, writing), Spanish preferred.
- Personal experience with the impact public health coverage programs or other public benefits can have on improving outcomes.

### **Status:**

- Full-time (40 hours a week)
- FLSA Exempt
- Permanent
- This is a bargaining unit position.
- Able/willing to make frequent trips to Austin during legislative session or as needed. Every Texan offers a flexible work schedule in which employees can request remote work with approval from supervisors when physical presence is not required.

**Compensation:** The starting salary range for this position is \$82,250 - \$102,250 annually and has a target state date of mid-March 2024. Every Texan offers excellent benefits, including health insurance, dental insurance, life and long-term disability insurance, retirement contributions, and generous vacation, leave, and holidays.

**To apply:** Please email (subject line: Senior Policy Analyst - Health and Food Justice) an engaging cover letter, resume, and two references to [apply@everytexan.org](mailto:apply@everytexan.org) by February 5, 2024. The cover letter should describe your interest in the position and include a concise explanation of your connection to our mission, how your experience has prepared you for the responsibilities outlined in the job description, and links to your work. Please email applications with attachments in PDF format only. We do not accept phone inquiries regarding the position. Thank you!

***Every Texan is an Equal Opportunity Employer***