FELLOWSHIP DESCRIPTION

This information will be made available to all fellowship applicants. Please type or paste responses directly into boxes below. Boxes will expand to fit.

**Organization Name:** Colorado Consumer Health Initiative

**Location (City/State):** Denver, CO

[ ] Yearlong Fellowship

(June 2015-May 2016)

[ ] Summer Fellowship

(June-August 2015)

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**About the Fellowship**

**Title of PIFP Fellow:** Strategic Engagement Fellowship

**Primary Responsibilities of PIFP Fellow:**

Most work will be conducted at the CCHI offices, although there is considerable local Denver travel for meetings, as well as the possibility for limited statewide or national travel. The core activities anticipated for the Strategic Engagement Fellow are listed below. As new grant and other opportunities become available, the responsibilities may shift.

**Strategic Engagement**

- Connect consumers with services in the community by using CCHI’s “Blue Guide”; train others to use the Guide. This project also includes guide distribution as well as collecting and implementing updates to the guide.
- Field consumer calls and direct them to available resources
- Collect and research information, write, edit and send CCHI’s bi-weekly e-newsletter and other e-advocacy alerts to membership and the community
- Maintain CCHI story bank. Collect stories illustrative of both successes and shortfalls in our healthcare system, and work with coalition partners to support solutions to healthcare challenges in our state. Develop strategies to collect consumer stories about the health system.
- With Membership Coordinator, plan the annual Health Care Day of Action, CCHI’s legislative advocacy day
- Support Membership Coordinator in cultivating and engaging members and prospective members through forums, emails, and other activities
- Attend outreach events to educate people about health reform and the health system and collect health care stories.
- Update website blog with new policy and story content
- Prepare infographics
Operations/Nonprofit Management

- Support program staff in writing at least one grant proposal and/or program report
- A short-term project to be defined and dependent on the current needs of the organization

How Fellow Will Contribute to Capacity-Building/Systemic Change:

The Strategic Engagement Fellow will contribute all of CCHI’s core work in some way, whether by supporting direct consumer engagement, outreach with membership, policy analysis, advocacy, social media, web content, or event planning and fundraising. The fellow will be the primary staff person maintaining the CCHI story bank and helps serve as part of the primary response team for consumer calls. The fellow will increase CCHI’s ability to participate in coalition and member meetings, and will add to our online and social media presence. In the past, fellows have also helped contribute to CCHI’s collection of consumer and partner tools by creating fact sheets and infographics.

Training & Networking Opportunities for Fellow:

CCHI is a flexible work environment that provides the opportunity for fellows to be somewhat self-directed in the creation of their fellowship opportunity. We provide a great deal of opportunity for PIFP fellows to attend community and coalition meetings, conferences and training webinars, particularly in the first several months, so that they can gain experience with the health policy and advocacy community and give them ideas to help structure their remaining fellowship time. They are also provided the flexibility to attend meetings and conferences that fall within their specific areas of interest, to the extent feasible. Fellows are regularly included in strategy meetings, agenda setting and organizational development. They are able to shadow staff and are coached by staff on substantive issue areas and processes.

The fellow will have the opportunity to participate in a range of health care stakeholder meetings including Division of Insurance Consumer Insurance Council, Health Advocate Alliance, All Kids Covered Coalition, Center for Improving Value in Health Care, Health Facility Acquired Infection Advisory Council, Health Care Communicators, Civic Engagement Roundtable, etc. The fellow will also be able to interact with national consumer health advocacy organizations via regular conference calls, webinars, and briefings. Our primary national allies include: Families USA, Community Catalyst, Center on Budget Policy Priorities, National Women’s Law Center, Small Business Majority, and Center for American Progress.

CCHI engages in extensive legislative and regulatory work, which will introduce the fellow to a broad spectrum of policymakers, including the governor’s office, state legislators, and department heads.

Lastly, CCHI is part of a national network of state-based consumer health advocates; the fellow will have an opportunity to connect with our peer organizations in other states and understand how different political, policy, and economic environments influence advocacy.

Supervision of PIFP Fellow:

The Strategic Engagement Fellow is supervised directly by the Director of Strategic Engagement and secondarily by the Executive Director.

Qualifications Sought in Fellow:

Required:

• Comfortable working in a small office and closely with others as part of a team
• Interest in health care policy and health care access related issues
- Exceptional level of initiative and ability to work independently
- Excellent communication skills, including an ability to consolidate large amounts of information into a concise, user-friendly written and graphic format

Preferred:
- Successful experience in community organizing, campaign planning, and civic engagement a plus
- Ability to work with people in need and direct them to appropriate resources
- Comfortable with public speaking
- Excellent problem solving skills - willing to tackle challenging projects with limited guidance

Beneficial:
- Adaptable and flexible
- Manages multiple priorities well
- Team player

Skills/Experience Sought in Fellow:

- Activism
- Advocacy
- Campaigning
- Children’s issues
- Civil rights/social justice
- Coalition work
- Community/political organizing
- Criminal justice
- Customer service
- Data analysis
- Disabilities issues
- Diversity issues
- Domestic violence issues
- Economics
- Editing
- Education
- Environmental issues
- Event Planning
- Film
- Finance/business
- Fundraising/development
- Government
- Healthcare/health sciences
- Human services
- Journalism/publications (print/online)
- Law
- Legislative process
- LGBTQ issues
- Lobbying
- Marketing/sales
- Performing/fine arts
- Policy:
  - Education
  - Environmental
  - Fiscal
  - Environmental
  - Legislative
  - Other: health

Technology Skills Required:
- Excel
- Power Point
- Publisher
- Other:

- Graphic design
- Database management
- Constant Contact
- Other:

- Social media
- Video/film production
- Website design

Certifications Required:
- WFA
- WFR
- First Aid
- CPR
- Other:

Language Skills Required:
- Spanish
- Other:
About the Organization

Organization’s Website:  www.cohealthinitiative.org

Organization’s Mission and Goals (primary activities & projects):
CCHI’s vision is that all Coloradans have equitable access to affordable, quality health care. Our mission is to advance the consumer voice to drive health care change through policy, advocacy, and community engagement.

Our strategic goals are:
- Reduce the number of uninsured in Colorado.
- Improve the value of health care and health insurance in Colorado.
- Increase transparency and accountability in the health care system and the opportunity for direct consumer engagement in health care systems change.
- Improve the public perception of health care in Colorado.

CCHI represents the consumer as an equal stakeholder to inform the policymaking process from issue identification and policy formation to implementation and evaluation. We focus our work in three main categories:
- Private insurance market reforms towards a more equitable, transparent, and accountable market.
- State and federal health reform implementation to ensure the best possible system for consumers to access and retain coverage.
- Advancing quality and value in health care through payment and delivery systems changes.

Examples of our work includes: engaging with the Division of Insurance to ensure transparency and justification in setting of new health insurance premiums each year; monitoring and engaging with hospitals and the Colorado Hospital Association on the administration of the Hospital Payment Assistance Program; running campaigns like Got Insurance?; launching a website on health insurance literacy; and working with advocacy organizations, civic organizations and Assistance Sites to support outreach and enrollment in health insurance.

Number of Staff:  11 total staff (inclusive of 2 PIFPs)

Organization’s Non-Discrimination Policy Statement:
The Colorado Consumer Health Initiative is dedicated to the principles of equal employment in any term, condition or privilege of employment. CCHI does not discriminate on the basis of race, disability, color, creed, religion, sex, sexual orientation, marital status, gender expression, age, national origin, ancestry, citizenship, veteran status, or any other protected classification in hiring, promoting, demoting, training, benefits, transfers, layoffs, terminations, recommendations, rates of pay or other terms and conditions of employment. Opportunity is provided to all employees and applicants based on qualifications and job requirements. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers, selection of vendors, and provision of services.

Is there anything else a fellow should know about the organization?