<table>
<thead>
<tr>
<th>Job Title:</th>
<th>ICAN! Partnership &amp; Growth Manager (PGM)</th>
<th>Job Title:</th>
<th>ICAN! Program Director</th>
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</thead>
<tbody>
<tr>
<td>Location:</td>
<td>Chicago</td>
<td>Travel Required:</td>
<td>20%</td>
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<tr>
<td>Level/Salary Range:</td>
<td>$60-70K DOE</td>
<td>Level/Salary Range:</td>
<td>Exempt</td>
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<tr>
<td>HR Contact:</td>
<td>Claudia Hurt</td>
<td>Posting Date:</td>
<td>08/14/2023</td>
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<td>Applications Accepted By:</td>
<td></td>
<td>Email: <a href="mailto:careers@alliancechicago.org">careers@alliancechicago.org</a> or Fax: 312.274.0069</td>
<td>Subject Line: ICAN! Partnership &amp; Growth Manager (PGM)</td>
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**Job Description:**

**Position Overview:**
Illinois Contraceptive Access Now (ICAN!) is an ambitious initiative to advance contraceptive equity by de-siloing, de-stigmatizing, and normalizing birth control as basic healthcare. ICAN!'s reproductive justice-informed, systems-change approach seeks to transform the way contraceptive care is delivered, covered, and accessed with a focus on equity and sustainability. Through progressive contraceptive care policy optimization and implementation, ICAN! works to effect lasting change at the provider, patient, and payer levels, including by providing training and technical assistance to health centers to provide high quality contraceptive care, training social service providers to serve as referral networks, and engaging healthcare seekers through digital tools that connect them to care and coverage.

The ICAN! Partnership & Growth Manager (PGM) is responsible for engaging ICAN!'s network of community partners, state agencies, and healthcare seekers to accelerate impact and further ICAN!'s mission to advance contraceptive equity. The PGM will be knowledgeable and enthusiastic about advancing sexual and reproductive health, reproductive justice (RJ), and healthy equity. Primary responsibilities will include: 1) Develop and grow a referral network for ICAN! Quality Hub health centers 2) Implement a plan to amplify community voices across ICAN! programs and 3) Develop public awareness campaigns that advance contraceptive coverage and access programs, tools, and policies.

The salary range for this job is $60,000 to $70,000 depending on experience. This role is ~80% work from home with ~20% traveling either to the office on occasion, or more commonly to on-site trainings or community events.

**Duties and Responsibilities:**

- **Develop and grow a referral network for ICAN! Quality Hub health centers.**
- **Build relationships that advance training efforts with community health and social service providers (care coordinators, family case managers, home visiting nurses, perinatal doulas, healthcare navigators, sexual educators, and community health workers).**
- **Develop and disseminate training assets and related communications to support community partners and state agencies to integrate routine contraceptive screening and referrals for clients into organizational culture.**
- **Support community partner events, webinars, and social media engagement. Elevate voices of community-based organizations (CBOs) and clients to inform ICAN! communications and priorities.**
- **Track, analyze, and routinely report on key partnership progress and metrics, including number of staff trained and number of Quality Hub referrals made.**
• **Implement a plan to amplify community voices across ICAN!’s programs.**
  - Implement a stakeholder engagement plan that incorporates community and healthcare seeker voices into all facets of ICAN!’s work.
  - Engage a virtual Community Advisory Board (CAB) that will:
    - Provide feedback on ICAN! materials, trainings, messaging, and programming to reflect community voices and needs.
    - Raise awareness of ICAN! in professional and community networks through in-person and digital engagement.
    - Provide direction for ICAN!’s primary mechanisms for engaging healthcare seekers, including digital platform tools and messaging, social media, and other content development to center the lived experiences of BIPOC, marginalized, and low-income people seeking care.

• **Develop and advance public awareness campaigns around family planning coverage and related contraceptive access programs, tools, and policies.**
  - Coordinate and manage campaigns that promote coverage and increase access to contraceptive services, including digital and in-person outreach and awareness-building; communications and marketing; and partner training.
  - Disseminate trainings, resources, and communications to community-based organization (CBO) and state agency staff to support contraceptive coverage and access policy implementation.
  - Contribute to RJ-aligned training and message development by elevating healthcare seeker and community partner feedback.
  - Serve as point person to digital marketing and development partners to coordinate all components of campaign management.
  - Support design and development of educational and marketing content for provider and patient audiences, including for ICAN! social media channels.
  - Track, analyze, and routinely report on campaign progress and metrics.

**Required Qualifications:**
- Bachelor’s degree with 3+ years of experience in public health, account/product management, healthcare consulting, and/or non-profit operations.

**Experience/Expertise:**
- Relationship and program management experience is required including, but not limited to, project management, stakeholder engagement, and communications skills. This position requires building scalable relationships and processes that accelerate impact toward meeting clearly defined key performance indicators in a fast-paced working environment. Must be nimble and confident in collaborating with diverse stakeholders spanning from youth to executive level.

**Other Requirements:**
- Strong written and verbal communicator, with effective public speaking skills and a strong sense of audience.
- Ability to think creatively and proactively to surface opportunities to grow ICAN!’s network and advance ICAN!’s mission, vision, and goals.
- Demonstrated ability to work independently in a remote environment, including through ensuring visibility into availability, progress, challenges, and priorities.
- Ability to connect the dots between issues and distill complex information into clear and concise communications for multiple and diverse stakeholder audiences.
- Excellent customer service and professional conduct demonstrated through proactive and timely
communication and dependable follow-through to staff and partners.

- High proficiency with virtual working and meeting platforms and comfort in using Microsoft Office Professional products.
- Familiarity with graphic design platforms and email marketing platforms (such as Canva and Mailchimp).

**Working Conditions:**
- General office setting, extensive telephone and desk work at computer terminal
- May be required to lift, carry, bend, reach and stand with parcels up to 25 lbs.
- Will work in a close multidisciplinary team environment

**ORGANIZATIONAL OVERVIEW:**
Founded by four partner Community Health Centers in 1997, AllianceChicago’s three core areas of focus are Health Care Collaboration, Health Information Technology, and Health Research & Education. AllianceChicago supports the use of HIT to improve quality, efficiency, and access to services in a national network of community Safety Net health care organizations. The mission of AllianceChicago is to improve personal, community, and public health through innovative collaboration.

**ADA Statement:** The Americans with Disabilities Act prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation. It also mandates the establishment of TDD/telephone relay services.

**EEO Statement:** AllianceChicago believes that all applicants and employees are entitled to equal employment opportunities and maintains a policy of non-discrimination with respect to religion, color, sex, sexual orientation, national origin, age, veteran status, marital status, physical or mental disability, or any other legally protected class in accordance with applicable law, except where a bona fide occupational qualification exists. AllianceChicago will comply with all phases of employment including, but not limited to, hiring practices, transfers, promotions, benefits, discipline, and discharge.

**Disclaimer:** The above statements are intended to describe the general nature and level of work being performed by employees assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel as qualified.