

## POSITION DESCRIPTION

Position Title: Health/HCBS Policy Analyst

Department: Advocacy - Policy

### BASIC FUNCTION:

The Access Living Healthcare/HCBS Policy Analyst is responsible for advancing access to healthcare and home and community-based services (HCBS) for people with disabilities. The Policy Analyst will assess, develop, and lobby for legislation and rules that shift healthcare systems to greater accessibility, affordability, and effective supports for all kinds of people with disabilities, including those who are immigrants and those who are impacted by the criminal justice system.

Access Living's disability healthcare/HCBS advocacy centers the needs of disabled people of color. A critical understanding of the root of racial disparities and a racial equity lens is essential to this role.

This position will work in close partnership with the Health and HCBS Community Organizer and the five other Policy staff in the Advocacy Department, as well as with staff in the Independent Living Department, Civil Rights Department, and the Communications Department. The position reports to Access Living's Manager of Policy and Government Affairs.

### SPECIFIC DUTIES:

- Monitor Medicaid/Medicare/private healthcare/HCBS policy, legislation and related court cases at local, state and Federal levels, from an intersectional standpoint rooted in disability rights and the disability movement.
- Advance strategic policy solutions to expand access to healthcare and HCBS for people with disabilities, especially disabled people of color. Develop policy initiatives through engaging stakeholders ranging from elected officials to providers to grassroots people with disabilities.
- Draft public comment, policy reports and recommendations relating to disability and healthcare/HCBS, including updates on relevant government budgets as needed, and be able to complete projects on deadline, sometimes with quick turnaround. Draft and present oral testimony, as needed.
- Collaborate and build coalitions with healthcare and HCBS related government agencies, legislative bodies, policy institutes and community-based groups.
- Support Access Living's community organizers, especially the Healthcare/HCBS Organizer, with policy guidance related to their campaigns.
- As needed, provide internal and external workshops and seminars to consumers and health services providers on health/HCBS policy, related court cases and legislation. Brief elected and career officials as well as community partners, on critical matters in healthcare and HCBS.
- Act as a spokesperson for AL on health access/HCBS related issues as requested, in collaboration with the Communications Department.
- Document work as required through data entry, quarterly reporting, and lobbyist registration requirements.
- Other duties as assigned.

### EDUCATION AND TRAINING:

Bachelor's degree or equivalent experience preferred in public policy, health, social work or political science. Must have excellent writing/research skills.

This position requires familiarity and ease with using MS Office Suite, especially PowerPoint, as well as Google Drive tools.

**EXPERIENCE:**

At least 3-5 years' experience with disability-related health and HCBS policy advocacy, including engaging with government officials preferred. Familiarity with Medicaid and Medicare, including Medicaid waivers.

Familiarity with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, the Olmstead Supreme Court decision, and the Affordable Care Act as it impacts persons with disabilities.

**Preferred**

- Existing healthcare/HCBS policy advocacy network with contacts in the greater Chicago area.
- Familiarity with the current Illinois policy landscape in healthcare and HCBS
- Understanding of Independent Living Philosophy, disability justice, and disability rights.
- Experience with reviewing and interpreting health/HCBS research/data, policy, legislation, and regulations.
- Comfort with public presentations to a variety of audiences.

**STARTING SALARY RANGE:** \$65,000-\$68,000

**PHYSICAL DEMANDS:**

Ability to travel on occasion for work trips.

**EQUIPMENT OPERATED:**

Computers, copier, scanner

**WORKING ENVIRONMENT:**

Access Living shared office space two days a week per our current hybrid protocol

**PROFESSIONAL AFFILIATIONS:** Associations to which incumbent may belong

None

**NO. OF EMPLOYEES DIRECTLY SUPERVISED:**

None, though interns may sometimes be supervised

**SUPERVISED BY:** Manager of Policy and Government Affairs

\*Applicants should send a cover letter, resume, and no more than 10 pages of a writing sample related to healthcare/HCBS advocacy, preferably related to this position. Materials should be sent to: Jersey's email address: [jshosier@accessliving.org](mailto:jshosier@accessliving.org)

\*People with lived experience of disability encouraged to apply. People of color and those from multiply marginalized backgrounds especially encouraged to apply.