



ACHIEVING HEALTH EQUITY THROUGH CROSS-SECTOR COLLABORATION

Position: Executive Director (President), The Root Cause Coalition

Established in 2015, The Root Cause Coalition (TRCC) is a national non-profit, member-driven organization comprised of more than 90 leading health systems, hospital associations, foundations, businesses, national and community nonprofits, health insurers, academic institutions, local governments, and policy centers. It works with its membership to collectively advance and achieve health equity for all through cross-sector collaboration in advocacy, education and research.

The Executive Director is responsible for providing overall leadership, strategic direction and comprehensive and aggressive outreach on TRCC's advocacy, education and research efforts. This includes responsibility for developing recommendations for the implementation of an integrated strategy with Coalition leadership, members and other partners to ensure effective engagement, advocacy and communications with Congress and the Administration, and other national partners so as to advance TRCC's mission and priorities. The Executive Director also has primary responsibility for identifying and recruiting new members and maintain solid relationships with each existing member.

The Executive Director is appointed by and reports to the Board of Trustees, executes policies and directives of the Board, and oversees TRCC's staff, its programs, and operations. In addition, the Executive Director will report to the President of Strategic Health Care, as TRCC's managing partner. It is full-time and based in Washington D.C. The salary range for this position is \$150,000- \$180,000 based on experience.

Essential Job Functions include, but are not limited to:

Works collaboratively with TRCC leadership to develop the annual strategic plan and direction for each of the three areas of focus of the Coalition: Advocacy, Education and Research.

Tracks and maintains strong knowledge of relevant SDOH policies as they are developed and implemented as this impacts and guides the work of the Coalition in Advocacy, Education and Research. Provides thorough weekly reports that provide a comprehensive overview of the Coalition's work and its correlation to the work of its members.

Regularly communicates and meets with the Board and other TRCC leadership and key thought leaders to ensure timely identification and understanding of current and future issues that might impact TRCC and/or its members.

Responsible for engaging with potential members and existing members to ensure ongoing engagement. Directly supervises the Administrative Director, Manager of Member Relations, Senior Advisor of Advocacy and Senior Advisor of Research.

Serves as the primary representative for the Coalition with the government and other stakeholder organizations on matters of policy, and regularly advises the President of Strategic Health Care on matters related to the Coalition's advocacy and policy priorities.



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Builds and maintains relationships with Congressional members and access to the directors or senior personnel of key government agencies at all government levels. Must have proven acumen and experience in the legislative and administrative arenas that support TRCC's policy key issues and priorities.

Regularly meets with members of the Coalition to ensure their needs and priorities are being addressed. Seeks input on issues and shares relevant updates.

Act as the primary public speaker and public relations representative of the company in ways that strengthen its profile.

With the Administrative Director, develops the theme and overall strategy for the annual National Summit on the Social Determinants of Health.

Creates complete business plans for the attainment of goals and objectives set by the Board of Trustees.

Develops annual budget and is responsible for its implementation and oversight.

Responsible for the financial readiness and viability of TRCC, including the financial development of the Coalition through grants, sponsorships, and other non-dues revenue.

Ensures adherence of the organization's daily activities and long-term plans to established policies and legal guidelines.

Essential Qualifications

- A minimum of 7 years, 10 preferred, of executive leadership and management experience in a related field / organization. A minimum of three to five years of proven experience and results in public policy; diversity, equity, inclusion and justice; public health, health care; or other relevant field related to health equity.
- Bachelor's degree required.
- Must be outgoing, engaging and a team player while also able to work independently and efficiently to ensure timely communication of all work to TRCC staff, members and other partners.
- Must have supervisory experience.
- Must be a self-starter and be able to work under pressure and multi-task.
- Results-oriented and proven ability to anticipate future needs and make decisions in a changing environment.
- Excellent judgment and creative problem-solving skills, including negotiation and conflict-resolution skills.
- Must have demonstrated understanding of the legislative process, ability to work with multiple partners from varying sectors and viewpoints to ultimately achieve the Coalition's mission of health equity for all.
- Strong communications skills, both written and oral.



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- Must be able to represent the organization as the primary contact and authority in all manners.
- Demonstrated ability to lead and supervise, providing constructive feedback and mentoring to all staff.
- Proficient in all major computer programs including Word, Excel, PowerPoint, Salesforce, etc.

This is a salaried, full-time position with some weekends and evenings required. Occasional travel is also required.

Application Process

To apply, please submit your resume and cover letter to Leigh Maltby, TRCC Administrative Director, at lmaltby@rootcausecoalition.org.