

Obesity Policy Coordinator position North Carolina Alliance for Health

Contractor position

Approximately 40 hours per week

January 2016-December 2016 (with potential for contract to be extended depending on performance and continued grant funding)

About the North Carolina Alliance for Health

The North Carolina Alliance for Health is an independent, statewide coalition advocating for policies that promote wellness and reduce the impact of obesity and tobacco before North Carolina's legislative and executive branches. NCAH is a project of the NC Pediatric Society, which serves as the fiscal agent for NCAH. NCAH membership includes representatives from public, private, professional, and nonprofit organizations, businesses, and individuals working together to coordinate tobacco use and obesity prevention policy efforts in North Carolina.

About this position

The Obesity Policy Coordinator will organize and participate in the Healthy Food Access campaign to fulfill the requirements of the grant funded by Voices for Healthy Kids (VFHK), a project of the Robert Wood Johnson Foundation and the American Heart Association.

Government Relations and Policy Development

- In collaboration with other NCAH staff, the Executive Committee, and key coalition members, develop and implement policy strategies to move forward Healthy Food Access and other obesity-related policy goals
- Assist NCAH staff and other key coalition members with policymaker education efforts
- Monitor policy priorities at NC General Assembly and periodically attend meetings with NCAH staff or partners
- Draft policy analyses, legislation, fact sheets, talking points, etc., to be distributed to legislators and key stakeholders
- Serve as a registered lobbyist on behalf of NCAH at the NC General Assembly (timely complete and submit all required reports to the NC Secretary of State)
- Coordinate additional campaign activities to promote an issue education campaign, as written in the VFHK grant

Media Relations and Advocacy

- Coordinate grassroots media activities in collaboration with Media Contractor as needed
- Plan and prepare letters to the editor, op-eds, etc. in collaboration with the Media Contractor and NCAH staff
- In collaboration with Media Contractor and other NCAH staff, plan and execute press conferences as needed
- Depending on experience, serve as spokesperson on food access and other obesity policy issues

Grassroots Engagement and Coalition Development

- As needed, Coordinate weekly Healthy Food Finance campaign calls, including sending weekly reminders and agendas and leading calls
- Engage new partners and resources to NCAH through the food access and other obesity policy issues
- Communicate with partners and concerned citizens on grant goals and policy priorities
- Coordinate grassroots education activities and logistics of trainings, with assistance from other NCAH staff
- Serve as food access and other obesity policy expert for NCAH Executive Committee and Obesity Committee and attend NCAH meetings
- Participate in conferences and public events that are relevant to obesity and healthy food access policy issues
- Coordinate writing of resolutions and gathering signatures related to food access and other obesity policy issues, as needed

Administration and Support

- Serve as primary administrative contact for VFHK grant; participate on bi-monthly calls with VFHK and NCAH staff; draft and submit weekly campaign activity reports to VFHK
- In partnership with NCAH staff, coordinate the writing and submission of the VFHK interim and final grant reports.
- Coordinate the writing and submission of any additional grant opportunities that may be provided by VFHK or other funding sources, as they may relate to healthy food access and obesity policy
- In coordination with other NCAH staff, manage VFHK grant budget and other resources
- Other contract deliverables as may from time to time may be mutually agreed to by both parties