



## Federal Relations Associate/Manager

The National Council of Urban Indian Health (NCUIH) seeks a Federal Relations Associate/Manager (FRA) was founded in 1998 to represent the interests of Urban Indian Health Programs (UIHPs) before Congress and Federal agencies, and to influence policies impacting the health conditions experienced by urban American Indians and Alaska Natives (AI/AN). NCUIH is a 501(c)(3), membership-based organization devoted to support the development of quality, accessible, and culturally sensitive health care programs for AI/AN living in urban communities. NCUIH fulfills its mission by serving as a resource center providing advocacy, education, training, and leadership for urban Indian health care providers. NCUIH strives for healthy American Indians and Alaska Natives living in urban settings, which comprise over 70% of the AI/AN population, supported by quality, accessible health care centers and governed by leaders in the Indian community. NCUIH represents urban Indian Health Programs receiving grants under Title V of the Indian Health Care Improvement Act (IHCIA) and the American Indian and Alaska Natives they serve.

### **Roles and Responsibilities:**

Reporting to the Director of Federal Relations, the FRA will have both internal and external facing responsibilities grounded in serving UIHPs to advance the mission of NCUIH through excellence in policy, advocacy, outreach, technical assistance, discreet research projects, and related programs. The FRA should have a working knowledge of the federal regulatory system and experience in policymaking advocacy. The FRA must have, or be able to quickly develop, a good understanding of health care delivery, the federal trust relationship with Indian Tribes as well as the legal, policy and political frameworks impacting the Indian Health Service (IHS) system. The FRA will regularly engage with key agencies on issues related to statutes and regulations that impact UIHPs.

The FRA would work in the areas of regulatory, policy and budget analysis; Urban confer; technical assistance to UIHPs and Tribal representatives serving on various federal Tribal advisory committees; and special projects related to Indian health. The FRA also is responsible for ensuring the viability and growth of the funding supporting





these activities, including aggressive attention to relevant funder relations, grants compliance and timely excellence in achieving and exceeding deliverables expectations.

The FRA is tasked to help the Director of Federal Relations, who is responsible facilitating urban confer between the federal government and various UIHP leaders, representatives, and organizations. The FRA will provide technical support and coordination for a number of different Tribal Health Care Advisory committees. In addition, the FRA will be responsible for the tracking, analyzing and reporting of current Medicaid & Medicare regulations and policies and other policies and agency actions that impact UIHPs, including those listed below, as well as, educating Congress and federal agencies on ways to improve health care programs and services for American Indian and Alaskan Natives (AI/AN). The FRA will assist in conducting analysis, reviewing and responding to regulations, preparing testimony, technical reports, policy position papers and advocacy materials on key health issues.

The FRA will aid in seeking out opportunities for the UIHP position to be advanced in the federal/congressional policymaking arenas. This includes leading efforts to engage national UIHP support for priority issues, working collaboratively with UIHPs, Tribes and tribal organizations, creating regional and national symposia, and engaging in consistent and reliable outreach and education efforts to the UIHPs.

The FRA will be actively engaged in the planning and preparation of NCUIH National Conferences.

### **Qualifications:**

Successful candidates will have a passionate commitment to the mission of improving the health of American Indians and Alaska Natives. This position requires a combination of education, experience, cultural competency and political acumen that would adequately prepare one for a role at a national, Tribal, non-profit organization, including the following:

- A Bachelors, Masters or JD degree with at least 2 years of post-graduate experience is required.
- A Masters or Juris Doctor degree is preferred.





- Effective public speaking skills with strong, analytic writing skills.
- Candidates must demonstrate significant ability to learn quickly and efficiently.
- Knowledge of Indian health care programs, a high degree of organization is preferred for this position.
- Familiarity with key agencies and statutes helpful, but not required, including:
  - Department of Health and Human Services, IHS, the Centers for Medicare and Medicaid Services, Health Resources Services Administration, Substance Abuse and Mental Health Services Agency, Department of Veterans Affairs, Administration for Community Living, Administration for Children and Families, Centers for Disease Control and Prevention, among others; and
  - IHCA and the Affordable Care Act, the Social Security Act, Medicaid and Medicare, the American Recovery and Reinvestment Act, Freedom of Information Act, urban confer and tribal consultation policies, and other relevant agency statutes and regulations.

**Successful candidates will possess excellent writing and public speaking skills and work well independently and with the team in a fast paced, high profile environment. Successful candidates will be both self-starters and good team-players. This position will require some work afterhours and on weekends. A 3-4 year commitment is anticipated.**

The position also demands: a track record of success in roles requiring execution of multiple tasks while responding to multiple priorities; proven ability to work with efficiency, flexibility, and good humor; demonstrated ability to build and maintain positive relationships with a wide array of people, including government (Tribal/State/Federal), for-profit organizations, and non-profit/foundations; and a demonstrated ability to operate with excellence in mind in all matters, with the confidence to defend/debate. This position will require careful attention to detail and successful candidates must be able to demonstrate diligent, responsible communications skills, both oral and written. **American Indians and Alaska Natives strongly encouraged to apply.**

**Location:** This is a Washington DC-based position; some travel will be required.





### **Compensation and Benefits:**

Successful candidates will earn \$45,000-\$55,000, depending on education and experience.

NCUIH offers an attractive suite of benefits for full-time exempt employees, including medical/dental/vision, 403b retirement, and long- and short-term disability insurance. NCUIH offers a fun, dedicated work environment with passionate colleagues and meaningful work.

Please send a resume, statement of interest and any salary requirements to Francys Crevier, Executive Director at [FCrevier@ncuih.org](mailto:FCrevier@ncuih.org). Native Americans are strongly encouraged to apply.

