

September 2023



**Position:** Vice President (VP) for Health Policy and Advocacy  
**Reports to:** CEO  
**Status:** Exempt  
**Location:** Sacramento  
**Salary:** Commensurate with experience and skills

The California Academy of Family Physicians (CAFP) seeks a dynamic, self-directed and experienced senior-level professional to help develop and oversee our policy and advocacy activities. This includes legislative and regulatory affairs, the physician practice environment, and health care workforce.

### **About Us**

California Academy of Family Physicians (CAFP) is a nonprofit membership association with more than 10,000 family physician members across the state.

Justice, equity, diversity, and inclusion are core values of the CAFP and central to our mission to empower, educate, and connect current and future family physicians to improve the health of all Californians. To achieve this mission, we advocate on behalf of family physicians, support them in practice with educational products and services, and foster community by connecting family physicians with one another.

CAFP staff bring a wide range of knowledge, skills, and life experiences to the organization. CAFP staff are a resourceful and dynamic group of individuals who focus on different aspects of CAFP's organizational work but remain very team oriented. CAFP staff are committed to upholding the organization's core principles and values and promoting an equitable and inclusive team environment.

### **Position Requirements**

- Advanced degree in law, public policy, or related OR at least 15 years of legislative and/or regulatory experience.
- Strong writing skills, including drafting issue briefs or similar.
- At least five years in positions that included policy research and writing.
- At least five years of experience managing projects in a professional environment.
- Applied experience with legislative and/or regulatory advocacy.

### **Preferred Experience and Knowledge:**

- Knowledge of regulations/policies affecting the practice of medicine and physician licensing.
- An understanding of health system financing.
- Knowledge of Medicare and Medicaid structure and policy
- Knowledge of California's political and health policy landscape.

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### **Responsibilities**

In cooperation with the appropriate internal committees, physician members and CEO, the VP develops or oversees development of positions and programs impacting family physicians and the communities they care for, including medical practice and health care workforce issues. The VP is responsible for working collaboratively to develop and oversee advocacy strategy, represent the CAFP externally, overseeing CAFP programs and services related to practice management and payment issues, and will lead a team of two to three staff/consultants. Specific responsibilities include:

***Legislative Affairs/Government Relations:*** Provides guidance on CAFP's policy positions and legislative strategy. Responsible for aiding in the analysis of legislation and regulations and reconciling with CAFP policies. Supervise Government Relations staff and contractors and work with them to develop healthcare policy positions on legislation and regulations.

***Physician Practice Issues:*** Provides primary staff leadership on practice issues including; health information technology, payment reform, and quality improvement. Responsible for leading efforts to develop medical practice resources and educational programming for association members.

***Healthcare Workforce Policy:*** Oversees development of policies and activities related to graduate medical education and physician workforce development. Responsible for representing CAFP on external workgroups and committees.

***Internal Policy Development:*** Provides staff support to several internal physician committees, including those related to graduate medical education and medical practice affairs. These responsibilities include developing agendas, providing background material and facilitating discussion and decision-making.

***External Engagement:*** Responsible for representing the CAFP on several advisory groups related to priority regulatory and policy issues. In addition, the VP will participate in various coalition partnerships, and will also work on building organizational relationships with various stakeholder groups.

***Organizational Responsibilities:*** In collaboration with physician committee chairs and members, prepares budgets, objectives and action plans. Effectively communicates committee activities to the CEO and other organization staff. Works interdepartmentally to fulfill strategic plan objectives. Works with continuing professional education staff members to leverage learnings and projects to pursue funding.

*We value a truly diverse workforce and are committed to creating a culture of inclusivity. Our goal is to attract qualified candidates and encourage applications from all individuals without regard to race, color, religion, sex, national origin, age, disability, veteran status, marital status, sexual orientation, gender identity, or any other characteristic protected by applicable law.*

**To apply, please send resume and cover letter to [jobs@familydocs.org](mailto:jobs@familydocs.org) no later than October 26, 2023.**