



Director of Legislative Affairs

The Baltimore City Health Department (BCHD) seeks a Director of Legislative Affairs.

Founded in 1793, BCHD is the oldest health department in the country, with 1,000 employees and an annual budget of \$130 million that aims to promote health and improve well-being through education, policy/advocacy, and direct service delivery. BCHD's wide-ranging responsibilities include maternal and child health, youth wellness, school health, senior services, animal control, restaurant inspections, emergency preparedness, STI/HIV treatment, and acute and chronic disease prevention.

The Director of Legislative Affairs will play a critical role in promoting the mission of the Health Department by overseeing BCHD's legislative and policy activities as well as building and managing relationships with elected officials, business leaders, and community partners to ensure successful implementation of BCHD's advocacy agenda.

BCHD is a national leader in public health advocacy and has achieved multiple policy successes at the local, state, and federal level. In the past 18 months, BCHD secured groundbreaking legislation banning synthetic drugs across Baltimore City, represented our innovative opioid overdose prevention framework to both the U.S. Senate and House of Representatives, as well as alongside President Barack Obama, and led a community petition that resulted in a black box warning from the Food and Drug Administration regarding co-prescription of opioids and benzodiazepines.

The Legislative Affairs Director will play a key role in ensuring that BCHD continues as a national model for cutting-edge public health legislation and policy innovation.

This is a once in a lifetime opportunity be part of a team of dedicated public servants who want to have an immediate and lasting impact on their community.

Responsibilities include:

- Develop and execute BCHD advocacy agendas in conjunction with the Health Commissioner, including legal, regulatory, and sustainability policies that will accelerate BCHD's strategic mission
- Serve as BCHD's point of contact for the Baltimore City Council, Maryland General Assembly, and the federal government; represent BCHD at hearings, public events, and community meetings
- Build and maintain relationships with elected officials and city, state, and federal agencies to promote BCHD's advocacy agenda, including supporting the Commissioner and other BCHD staff in their interactions by tracking the ongoing status of each relationship and providing recommendations for next steps

- Develop and implement creative strategies to advance BCHD's legislative agenda, through researching model legislation and best practices in other jurisdictions, engaging content experts for input, and identifying unique opportunities to highlight Baltimore as a national model for public health innovation
- Analyze legislative and regulatory proposals and disseminate information, including relevant recommendations, through written briefs and memoranda to senior staff
- Prepare written and/or oral testimony, letters, speeches, and reports to local, state, and federal legislative/regulatory bodies
- Build systems to track legislative activity across BCHD and at all levels of government, including maintenance of a master tracker and organizational relationship management

Qualifications:

- Vision, creative thinking, and strong sense of urgency necessary to achieve the successful implementation of BCHD's strategic mission
- Demonstrated success developing legislative, regulatory, and budget-related proposals as well as building partner coalitions and leveraging relationships to ensure proposals are successfully implemented
- Excellent oral and written communication skills, including preparation of reports, memos, and letters; ability to present information clearly and concisely to various audiences; policy research and analysis; and maintenance of confidentiality/handling of sensitive conversations.
- Self-starter who is able to work independently with minimal supervision and who brings strong organizational, strategic planning, and project management skills
- Demonstrated track record of working closely with executive management and establishing strong collaborative relationships with community, business, and elected leaders
- Graduate from a master's program in public policy, health policy or JD preferred but not required; five years of legislative, law, or public policy experience at the local, state, or federal level required
- Previous work experience with City of Baltimore, Maryland General Assembly, and/or U.S. Congress preferred

Salary offer will be commensurate with experience. An excellent fringe benefit package accompanies the salary.

Interested candidates should submit a cover letter, resume, and writing samples relevant to the position to:

Baltimore City Health Department
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 Baltimore, Maryland 21202
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