

## **THE EPISCOPAL HEALTH FOUNDATION JOB POSTING**

**Job Title: Diocesan Liaison**

**Reports to: Dr. Alexandra (Lexi) Nolen, Director of Impact**

**Position Summary:** As a new organization and a part of the Episcopal Diocese of Texas, the Episcopal Health Foundation seeks an energetic and strategic professional to help lay the groundwork for the organization's future success. The Diocesan Liaison will be **responsible for leading the diocesan engagement by linking Foundation work with diocesan leadership and Episcopal congregations within the 57 counties of the Diocese of Texas, to strengthen the impact of the Foundation's mission through the Church.** Working with the Impact Team at the Foundation, the Diocesan Liaison will develop strategies for engaging the Episcopal Diocese of Texas at multiple levels to support the vision of healthy communities by building capacity, engaging in strategic planning, supporting community organizing, building coalitions, supporting meaningful engagement by parishes with the communities in which they are embedded, and aligning goals and messaging, among other functions. Specific duties will include engaging congregations and parishioners involved or interested in health-related missions, and maintaining networks of relationships with clergy and lay leaders at the parish and diocesan level. The Diocesan Liaison will work closely with the Director of Impact to ensure a strong connection between the health-related work occurring within Diocese of Texas and the Foundation.

**The Diocesan Liaison's role includes the following:**

- Working as a part of the Impact Team to further develop the strategy for engaging the diocesan health and health-related missions.
- Tracking health-related ministry work and monitoring new developments in parish ministry activities and interests.
- Building collaborative relationships with diocesan parishes that are or want to become engaged in health ministries, and supporting development of new strategic ministries.
- Providing support to parishes that seek to ensure that their health-related missions are carefully designed to deliver meaningful, quantifiable impact and developing measures for efficiently and effectively tracking impact of the Foundation's collaboration with the Diocese, in collaboration with other Impact Team staff.
- Problem solving, identifying shared interests, and building unity of vision.
- Developing and supporting structures for continuous learning for the people of the Diocese including but not limited to capacity development for specific skills relating to health ministry.
- Supporting productive relationships between the Diocese of Texas and the Foundation, and leading activities that further connection between the Diocese, the Foundation, and the communities they serve.
- Coordinating with diocesan leadership to align messages and coordinate health-related initiatives.
- Providing a high level of accountability in terms of the Foundation's work in the community by helping to manage the Foundation's image, and being responsive to feedback from diverse diocesan constituencies.

- Working with the Evaluation Officer, the Knowledge Officer, and the Director of Impact to ensure all Impact Team responsibilities are met.

## **Requirements**

We seek a team member with experience in community development and organizing, a passion for social change, and who is excited to use that experience to support the Foundation in achieving its goals. The successful candidate will have at least 3-5 years' experience working in health or related social issues at the strategic level and in partnership with communities.

Preferred candidates will have a strong affiliation with the Episcopal Church, a master's degree in social sciences, divinity, public health, planning, evaluation and/or public policy, and Spanish language skills. The candidate must be able to work comfortably and confidently within the diversity of diocesan congregations and with Foundation staff as a member of a collaborative team. While the Foundation is based in Houston, the Diocesan Liaison will travel frequently within the 57 counties of the Diocese. The Foundation staff members work together to execute the organization's mission, and all team members are important contributors to our success, regardless of their specific responsibilities or placement within the organizational structure.

## **Desired Qualifications**

- Experience in faith-based health ministry
- Experience working within the Episcopal Church
- Track record of success in developing new ideas and programs, building commitment among stakeholders and evaluating results
- Experience in community organizing
- Experience in appreciative inquiry processes and asset based community assessments
- Experience in advancing community health, health equity, and community empowerment in an integrated approach
- Spanish language skills
- Demonstrated ability to participate in a multidisciplinary team environment and a collaborative style
- Ability to frame messages constructively for a variety of partners
- Basic knowledge of how the health system works, and of health policy in the context of reform
- Ability to support multiple projects simultaneously, and to identify strategic points of integration between diocesan activities and Foundation goals and strategies
- Experience in interfacing with a variety of stakeholders including congregations and community members
- Exceptional relationship management skills, the ability to diffuse difficult situations, comfort with ambiguity and skillfulness in addressing competing sets of priorities
- Experience in convening individuals and groups to work on collaborative projects
- Excellent judgment and unquestioned integrity
- Ability to prioritize projects and meet deadlines and support others in doing the same
- Flexibility and the ability to thrive in an environment of growth and change
- Respect for diversity and knowledge of the region's demographics
- Superior problem solving and oral and written communications skills

- Ability to be politically astute and ecumenically inclined.

### **Compensation**

Salary will be set in accordance with the successful candidate's experience. In addition to salary, the candidate will receive Episcopal Health Foundation's employee benefits which include comprehensive health insurance coverage and a 403(b) retirement plan to which the Foundation will contribute an amount equal to 9% of salary.

**Interested candidates should submit a resume and cover letter by email to [jobs@episcopalhealth.org](mailto:jobs@episcopalhealth.org). Please respond by September 12. This position is not eligible for relocation reimbursement.**

### **About Episcopal Health Foundation**

The Episcopal Health Foundation is a new entity established through the recent sale of the St. Luke's Episcopal Health System to Catholic Health Initiatives. The Foundation supports the work of the Episcopal Diocese of Texas and has assets of \$1 billion. The mission of the Foundation is to advance the Kingdom of God with specific focus on human health and well-being through grants, research, and initiatives in support of the work of the Diocese. Episcopal Health Foundation embraces the World Health Organization's broad, holistic definition of health: a state of complete physical, mental and social well-being and not merely the absence of disease. We will focus on improving the health of the 10 million people who live within the 57 counties of the Diocese.

The following core values are guiding principles that direct our work:

- **Informed Action.** Rigorous research is the foundation for actions and initiatives that have the potential to transform human lives and organizations.
- **Collaboration.** The most effective use of financial resources is often discovered in ministries that go beyond the limits of individuals or individual congregations. Broad-based communities galvanized around responses to particular human needs have a powerful potential to effect real and lasting change.
- **Empowerment.** The old adage is true: It is good to give a hungry person a fish; it is empowering to teach the same person to fish. Loving and compassionate people often need training to be effective change agents. Leadership development and training are central to empowerment.
- **Stewardship.** Good stewardship requires careful oversight and development of the abundance that God provides.
- **Transparency.** All actions and decisions are open to the light of public scrutiny. Secrecy and confidentiality are not the same thing.
- **Accountability.** The results of decisions and actions of EHF are audited and measured against reasonable benchmarks. Mistakes are made. When mistakes are treated with openness and honesty, lessons are learned. Public accounting and reporting are made on a regular basis.
- **Transformation of human lives and organizations.** The best good is good that lasts by effecting transformational changes in root causes.

- **Compassion for the poor and powerless.**