

Mental Health Association in New Jersey, Inc.

Job Description

Position: **Mental Health Policy and Advocacy Manager**

Supervisor: Director, Policy and Advocacy

Summary of Position:

The Mental Health Policy and Advocacy Manager position will play a key role in the Government Affairs Team's ability to successfully achieve its goals of improving the lives of individuals and their families living with mental health and substance use conditions. Government Affairs works to systemically improve the behavioral health system of care through legislative, policy and advocacy.

This position will be responsible for our work with the legislature – identifying relevant legislation and following through with testimony and other advocacy efforts. Advocacy will include developing a legislative network, monitoring legislation, researching policy issues, and organizing meetings and forums to promote our initiatives. This advocate will represent MHANJ on internal and external committees assigned. The Manager reports to the Director, Policy and Advocacy and is a member of the Government Affairs team.

Duties and Responsibilities

- Identifying, tracking and working with legislative offices on pertinent legislation
- Participating in Government Affairs and Public Policy meetings
- Preparing and delivering testimony and other official responses
- Researching key issues
- Developing relationships in behavioral health and legislative fields
- Participating in relevant surveys
- Creating PowerPoint presentations
- Developing and leading a legislative network
- Other duties supervisor deems appropriate

Qualifications

- Master's degree or above in relevant field (e.g. health policy, law)
- Excellent writing and communication skills
- Legislative experience in support capacity for federal, state or county governments
- Knowledge of New Jersey Behavioral Healthcare System
- Ability to work effectively both individually and as a team member
- Ability to present and reflect the positive values of MHANJ

Excellent knowledge of Microsoft suite and technology
Ability to work in various settings with culturally diverse communities
Valid NJ driver's license in good standing and reliable transportation

MHANJ is an Equal Opportunity Employer. We embrace and encourage differences in age, color, disability, ethnicity, gender identity or expression, national origin, physical and mental ability, race, religion, sexual orientation, veteran status, and other characteristics that make our employees unique. We encourage and welcome diverse candidates to apply for any position you are qualified for to bring your unique perspective to our agency.

Salary range for this position: \$80,000-\$95,000 with opportunities for growth.

Please send resumes to Meredith Paduch at mpaduch@mhaj.org