



**Missouri Family
Health Council, Inc.**

Outreach and Engagement Manager

Position: Outreach and Engagement Manager
Status: Full Time; Exempt
Reports to: Director of Policy and Advocacy
Salary Range: \$52,000 - \$63,000
Location: Jefferson City or Remote within Missouri

Missouri Family Health Council, Inc. (MFHC), a private nonprofit organization, champions access for every individual to culturally sensitive, quality, sexual and reproductive health education and services. Our mission is achieved in two primary ways: through advocacy to break down systemic policy barriers which decrease health equity and impede access to services; and improving quality services through programming. MFHC is proud to support systems of care throughout the state, with particular emphasis on safety net providers, in delivering patient-centered reproductive healthcare to all who seek services.

While our programming and advocacy is focused on improving services, removing barriers, and increasing health equity, our internal focus is on our personal and professional journeys toward anti-racism, racial equity, and reproductive justice for all. MFHC is resolute in supporting a diverse, multicultural, and inclusive staff. We seek talented individuals who are committed to this work and our [guiding principles and values](#).

MFHC provides a flexible, remote-optional work environment, with excellent benefits. As an equal opportunity employer, MFHC recruits, employs, trains, compensates and promotes regardless of race, religion, color, national origin, sex, disability, age, veteran status, and other protected status as required by applicable law. For more information on MFHC, please visit www.MFHC.org.

Position Summary:

MFHC is seeking a driven relationship builder with exceptional communication skills, strong follow through, and a keen ability to remain meticulously organized and manage up. This position is for you if you are as good at building relationships in-person as you are through the written word; can will people to action through compelling content; love people, synergy, and sexual and reproductive health, rights, and justice; and you appreciate the challenging landscape for sexual and reproductive health service delivery at this moment in history and are ready to rise to its challenge and deliver results.

The Outreach and Engagement Manager will be part of a small-but-mighty team that will implement an ambitious strategic plan, track its progress, and continue to deepen our impact. Together, we will build and promote MFHC's brand and health center network, advance a

shared policy agenda through engagement and mobilization, and build a team culture of collaboration, curiosity, creativity, and fun.

We will be motivated and committed to learn, challenge, and improve in a continually changing environment. This position offers an exciting opportunity to take MFHC's external affairs to the next level and make a true impact in the field of sexual and reproductive healthcare at its most critical time.

Responsibilities Include:

- Collaborate with Director of Policy and Advocacy to create, implement, and track progress on an annual strategic plan;
- Coordinate MFHC's participation in community education and outreach events, including conferences, trainings, speaking engagements, and educational forums, and represent MFHC, as needed;
- Build and maintain strong, strategic relationships with diverse community partners and synergize those relationships with the MFHC team;
- Lead MFHC's outreach data collection by gathering, logging, and organizing all outreach and sharing data with relevant evaluation partners as needed;
- Coordinate community mobilization and engagement efforts and provide partner support through regular communication and data collection and analysis;
- Leverage MFHC's network of health centers to engage, organize, and advocate for MFHC's policy priorities;
- Collaborate with Director of Policy and Advocacy and Communications Manager on development of advocacy-related communications and public education tools, including social media, calls to action, letters to the editor, and explainers; and
- Collaborate with the Director of Policy and Advocacy to participate in and add value to coalitions, advisory groups, and partnerships.

Required Qualifications:

- Demonstrated passion for MFHC's mission and a deep commitment to MFHC's guiding principles and values;
- Bachelor's degree in a relevant field (Public Relations, Sociology, Gender or Sexuality Studies, Political Science, Social Work, etc.) or equivalent experience;
- Two years of experience in community outreach, engagement, advocacy, or grassroots organizing;
- Ability to develop and maintain relationships with a wide range of organizations and people;
- Excellent written and verbal communication skills, including experience and ease with public speaking;
- Comfort with rapid-response communications, mobilization, and fast-changing priorities;
- Ability to stay organized while managing multiple projects and deadlines;

- Experience with data management and Microsoft Excel; proficiency with Microsoft Office Suite preferred.
- Familiarity with online activism and digital organizing platforms like *Action Network*, experience with project management platforms, such as *Monday.com* preferred.
- Must have a valid driver's license and the ability to travel throughout Missouri for meetings, events, etc.; availability to work nights, weekends, or extended hours, when needed.

This position has the option of working from the Jefferson City office or working remotely from anywhere within Missouri. Those outside the St. Louis and Kansas City metropolitan areas and those in Southeast and Southwest Missouri are especially encouraged to apply.

Application Instructions:

To apply, please **complete the [online application](#) by 5:00 PM, September 9, 2022**. MFHC will only consider candidates who complete the online application, which includes submission of both a resume and cover letter, and address the following questions in their cover letter:

- How do we build a stronger movement for sexual and reproductive health, rights, and justice in Missouri?
- What results have you delivered in the past that make you an exceptional candidate for this position?
- (If applicable) If you are currently living outside Missouri, what is your connection to the state and why are you passionate about becoming and advocating as a Missourian?

Compensation is commensurate with experience and education. Salary range is \$52,000-\$63,000. No phone calls please. All resumes will be treated as confidential. EOE.