



Position Title: Policy Analyst

Reports To: Senior Policy & Government Relations Strategist

Location: Denver, CO

Connect for Health Colorado is the state-based health insurance marketplace and support network that allows individuals, families, and small employers to compare and purchase health plans from companies including the major health plans in the state in a convenient way. We provide high quality customer assistance by phone and in person, as well as access to federal financial assistance to reduce the cost of health insurance. Our mission is to increase access, affordability, and choice for individuals and small employers purchasing health insurance in Colorado.

Position Summary: The Policy Analyst, as part of the Policy & External Affairs Department under supervision from the Senior Policy & Government Relations Strategist, will perform a wide range of support on policy and legislative issues, including advocacy, education, research, and analysis. The Policy Analyst will work on a variety of health policy issues in order to assist Connect for Health Colorado in meeting its organizational mission.

Position Responsibilities:

- Acts as subject matter expert and provides policy consultation to internal process owners on all areas of Affordable Care Act (ACA) eligibility policy, including specifically Qualified Health Plans (QHPs), Advanced Premium Tax Credits (APTC), and Cost-Sharing Reductions (CSR).
- Provides analytical support and assists with researching, compiling, and preparing written summaries, analyses, and other background materials on diverse topics affecting the organization including complex provisions of the ACA, state-specific health insurance exchange legislation and policies, and federal regulatory guidance.
- Translates complex regulatory information into recommendations for practical operational implementation.
- Works as part of the Policy & External Affairs team to accomplish organization's goals and objectives as outlined in the 2017-2020 strategic plan and public policy agenda.
- Assists in developing policy options and providing recommendations around healthcare reform issues affecting the organization resulting from research, analysis, and interpretation to support the organization's policy decision-making process.

- Works on significant and unique assignments of diverse and complex scope, developing solutions which require a high degree of ingenuity and innovation, as well as independent judgment, to accomplish organizational objectives.
- Provides evaluation support activities including collecting data and conducting on-line literature searches.
- Prepares presentations for a variety of audiences.
- Manages constituent and partner agency escalations.

Position Requirements:

- Bachelor's degree or equivalent years of experience.
- Minimum of 1-3 years of experience in public health, public policy, research and evaluation, health administration, or public service roles, preferably in healthcare or health insurance.
- Basic knowledge and understanding of key components of the ACA, health policy, and the health insurance industry.
- Strong analytical skills.
- Ability to work independently and problem-solve; a self-starter that can drive toward results independently.
- Detail oriented and the ability to reason logically and formulate ideas and opinions as well as ability to handle multiple priorities. Ability to work in a fast-paced workplace, adapt to a continually evolving environment.
- Committed team player with exceptional interpersonal, problem-solving, and communication skills with ability to develop and maintain cooperative and productive work relationships.
- Desire to work for a mission driven organization.
- Experience with public speaking and providing presentations.
- Excellent communications skills (verbal and written).
- Ability to oversee multiple complex projects with competing deadlines.
- Excellent interpersonal skills and ability to build trust.
- Proficiency in Microsoft Office (PowerPoint, Word, Excel, Outlook).

Work Environment:

- Typical office setting; the Connect for Health Colorado office is in the DTC, near the 225/I25 junction.
- Work schedule may include some non-traditional hours, weekends and evening events.
- Full time position.
- On-site during office hours, typically 8am-5pm.
- Travel throughout Colorado may occasionally be required, mostly day trips along the Front Range (mileage reimbursement available).

Compensation:

Connect for Health Colorado offers a competitive salary and benefits package. Using Connect for Health Colorado's annual benefits allowance, employees may elect from various benefit offerings and tailor a package to best suit their individual needs. Connect for Health Colorado employees are eligible to participate in the organization's 403(b) plan and are additionally provided with paid time off, short and long term disability and life insurance.

To Apply:

Please e-mail resume, cover letter, salary history, and three (3) references to hiring@c4hco.com. Please include position title in the subject line. No phone calls please.

Connect for Health Colorado is an equal opportunity employer (EOE). Connect for Health Colorado may, at its discretion, conduct a background check on any workforce member and/or require job candidates to successfully complete a background check as a condition of employment.
