



NCUIH Private Foundations and Partnerships Senior Fellow

The National Council of Urban Indian Health was founded in 1998 to represent the interests of Urban Indian Health Programs (UIHPs) before Congress and Federal agencies, and to influence policies impacting the health conditions experienced by urban American Indians and Alaska Natives (AI/AN). The National Council of Urban Indian Health is a 501(c)(3), membership-based organization devoted to support the development of quality, accessible, and culturally sensitive health care programs for AI/AN living in urban communities. NCUIH fulfills its mission by serving as a resource center providing advocacy, education, training, and leadership for urban Indian health care providers. NCUIH strives for healthy American Indians and Alaska Natives living in urban settings, which comprise over 70% of the AI/AN population, supported by quality, accessible health care centers and governed by leaders in the Indian community. NCUIH represents urban Indian Health Programs receiving grants under Title V of IHCIA and the American Indian and Alaska Natives they serve.

Part Time: 25 hours a week

Term: 1 Year

Location: Washington, DC

Compensation: \$ 25,000 a year.

Roles and Responsibilities:

- Work with the NCUIH Executive Director and senior staff to create a 2 year strategic plan focused on private foundations fundraising and partnership collaboration.
- Identify potential funding opportunities, create relationships and partners under the guidance of the NCUIH Executive Director.
- Plan and coordinate fundraising activities to solicit and maintain funds for NCUIH projects from private foundations, international donors and International agencies.
- Plan, direct, or coordinate activities designed to create or maintain a favorable public image for NCUIH.
- Coordinating and collaborating with other NCUIH senior staff in their efforts for relationship building
- Ensuring continuity of communications with new partners, donors and high level federal officials from agencies other than DHHS's.
- Assist the NCUIH Policy Department in calls to action, Congressional mandates, and President/White House initiatives correspondences that impact the Urban Indian population





- Developing a NCUIH organizational guide that includes protocols and guidelines regarding public relations and partnership development and continuation.
- Provide Training for staff on effective communication strategies
- Work with the NCUIH communications officer to ensure consistency across projects in regards to branding, marketing, and messaging of existing programs and new programs;
- Work with the NCUIH communications officer to ensure cultural competency in the messaging for existing and new relationships
- Develop a training for Urban Indian Health Programs Executive Directors on Relationship building.

Qualifications:

Successful candidates will have a passionate commitment to the mission of improving the health of American Indians and Alaska Natives.

- Bachelor's Degree/ Master's Degree preferred (Business; Marketing, Nonprofit Management; Public Relations or related fields).
- Minimum of 3 years of experience in non-profit/private sector partnership setting, including new business and client management experience.
- Knowledge of private sector (foundation and corporate) approaches to NGO/humanitarian partnerships.
- Understanding of the particular issues affecting the Health Care field.
- Experience of working to, and meeting, revenue goals and other performance indicators as well as participating in financial projections, reporting, and scenario planning.
- Ability to maintain positive, collaborative, productive relationships with staff at all levels.
- Superior written and oral communication and presentation skills, to include: experience speaking to and writing for donors and program staff about program design and implementation in a manner that indicates deep understanding and grasp of nuance; crafting compelling funding proposals and pitch materials.
- Sound judgment in maintaining confidentiality of donor information; Ability to translate an organization's strategy and objectives into operational delivery and, at times, respond quickly to changes in short-term priorities.
- Understanding of the necessary support processes required to deliver effective private sector relationships.
- Well-developed analytical and problem-solving skills, with an ability to devise creative solutions to complex problems and issues.
- Experience of working with quantitative and qualitative data sets, with ability to summarize and communicate key points and assumptions from the information.





- Knowledge of Salesforce; Strong proficiency in Microsoft Office
- Passion for the Native American Rights mission and commitment to private sector partnerships.
- Knowledge and interest in emerging concepts and practices in the field of strategic philanthropy, corporate social responsibility, and Public Private Partnerships.

American Indians and Alaska Natives strongly encouraged to apply.

This is a Washington DC based position; No travel will be required.

Application Procedure:

Applicants should send their resume with a cover letter to abermudez@ncuih.org. Cover letter should include what the applicant wants to gain out of this employment, why he/she is interested in this position as well as a brief summary of career goals.

