



FRIENDS

OF THE GLOBAL FIGHT
AGAINST AIDS, TUBERCULOSIS AND MALARIA

TITLE: Advocacy Manager
LOCATION: Washington, D.C.
JOB TYPE: Full-time
REPORTS TO: Policy Director

Friends of the Global Fight Against AIDS, Tuberculosis and Malaria (“Friends”) works to end the worldwide burden of AIDS, tuberculosis and malaria. We educate, engage and mobilize U.S. decision makers to support the Global Fund to Fight AIDS, Tuberculosis and Malaria (“Global Fund”), the world’s largest public health financier, which supports treatment, prevention and care programs for the three diseases – and larger health security and pandemic response capacity locally -- in more than 100 low- and middle-income countries. We advocate in support of the Global Fund and the U.S. bilateral health programs (PEPFAR, PMI and the USAID TB program) with policymakers. The Advocacy Manager serves as part of the Policy team and will play a key role within the organization. The position reports to the Policy Director.

Duties

The Advocacy Manager assists the Chief Policy Officer and Policy Director in four central elements of Friends’ advocacy work. The primary role of the Advocacy Manager will be to play a significant role in Friend’s efforts to communicate with policymakers in Congress and the Executive Branch. The Advocacy Manager will be encouraged to develop relationships with staff and principals to cultivate support for Friends’ goals to expand support for the Global Fund and global health champions in Congress. He or she will track relevant appropriations and authorization hearings, advocate on current or proposed legislation and amendments, and creatively drive new legislative vehicles to enactment.

Second, the Advocacy Manager will assist the Policy Director in maintaining relationships with a wide variety of coalitions and partnerships, including grass tops advocates in the faith-based community, private sector advocates, and civil society groups in the U.S. and abroad. He or she will participate in regular meetings representing Friends with coalition groups focused on disease specific advocacy and groups coordinating external support for increased foreign aid.

Third, the Advocacy Manager will also be the lead staffer in coordinating Friends’ events with an eye towards building audiences of staff and principals in the policy making community. These events range from webinars of experts and advocates, and web-based discussions with thought leaders and frontline health specialists conducted by Friends’ senior staff, and will include in-person events (such as on Capitol Hill) when COVID-19 allows for the resumption of in-person activities.

Lastly, the Advocacy Manager will produce research and writing in support of Friends’ role as a catalyst in the health and advocacy community in making the case for investment in the Global Fund and ending the HIV, TB, and malaria epidemics, as well as related policy dialogues. The position contributes to Friends’ capacity to produce timely briefs and reports, based on empirical

evidence, on benefits to the American public and economy of promoting global health and curtailing the 3 epidemics; on health security; and on other policy topics. The Advocacy Manager will at times assist on the writing and research of the Chief Policy Officer and Policy Director, or the organization at large.

The ideal candidate will bring experience and connections from the advocacy or legislative sectors, be energetic and motivated, work well in a team, and have a problem-solving attitude. This is a full-time, exempt opportunity reporting directly to the Policy Director, based in our Washington, D.C. office.

Knowledge, Skills and Abilities

- Bachelor's degree is required. At least 3-5 years of professional experience working on related issues.
- Advanced degree or experience in global health, international relations and/or public policy preferred but not required.
- Experience working on Capitol Hill, including internships, required.
- Knowledge of/experience in the advocacy or think tank communities, preferably with a focus on global health or international relations.
- Ability to work in a fast-paced environment with shifting priorities and occasional heavy workloads.
- Ability to conduct research and analysis with reasonable speed, sourcing and accuracy, on a range of issues, and articulate how these interact with the Global Fund and U.S. policies, initiatives and procedures.
- Strong analytical, oral, written and interpersonal communications skills, including strong attention to detail.
- Comfort and reasonable facility with use of databases, videoconference, and online dissemination platforms.
- Experience with national and/or international public interest advocacy campaigns, international affairs, or demonstrated equivalent experience.
- Knowledge and understanding of global health issues, with a particular understanding of the Global Fund and its mechanics and processes considered a plus.
- Ability to interact effectively with leaders in public policy, global health and other partners and be responsive to these entities.
- Ability and acumen for working with people reflecting gender, racial, ethnic, intercultural and political and ideological diversity with sensitivity and effectiveness.
- Decisive and diplomatic, with strong and demonstrated ability to manage multiple priorities and projects while working as part of a team.
- Ability to effectively manage workload and complete projects in a timely fashion.
- Highly organized, detail-oriented, self-motivated, and independent problem solver.

To Apply

Please send a cover letter, resume and writing sample with subject heading Advocacy Manager to jobs@theglobalfight.org. No phone calls please. Please note that due to the volume of applications we receive, we are only able to respond to those applicants whose qualifications closely matches the job description.

Compensation: Salary is competitive and depends on qualifications, plus a competitive benefits package.

Friends is an equal opportunity employer. Friends will consider all qualified applicants without regard to race, color, religion, gender, age, national origin, marital status, disability, status as a disabled veteran or status as a veteran of the Vietnam Era, sexual orientation or gender identity, pregnancy, family responsibilities, personal appearance, matriculation, political affiliation or any other characteristic protected by law.