

JOB DESCRIPTION

TITLE:

Chief Health Equity Officer

REPORTING RELATIONSHIP:

Chief Executive Officer/Executive Vice President

BASIC FUNCTION:

Lead and advance the American Academy of Pediatrics (AAP) Equity Agenda. Oversee and implement a national strategy to promote and achieve health equity for all children and actualize goals to become an equitable, diverse, and inclusive organization. Provide strategic guidance to AAP Board of Directors, CEO, and AAP leadership on all health equity, diversity, and inclusion (EDI) efforts integrating clinical, public health, and societal perspectives and approaches for improving health and health care disparities.

DUTIES AND RESPONSIBILITIES:

1. Develop, implement, and lead action plans to advance the AAP Equity Agenda in alignment with the AAP mission and organizational goals. These efforts include promoting a diverse AAP membership, leadership, and pediatric workforce; applying an equity lens to AAP policy, advocacy, and education; and equipping AAP members with the capacity to foster equity in their practices, institutions, and communities.
2. Serve as a senior advisor to the AAP Board Committee on Equity (BCOE) on the implementation of the Equity Agenda. Support BCOE efforts to foster accountability by monitoring implementation and regularly reporting to the full AAP Board of Directors.
3. Serve as an external spokesperson and subject matter specialist on AAP EDI initiatives.
4. Serve as an internal change management expert to intentionally build and preserve a culture of EDI throughout the AAP.
5. Foster collaborative relationships across the organization to identify opportunities that build awareness and stimulate action toward incorporating a health equity perspective into existing, emerging, and potential programs and initiatives. Identify and propose new tactics, resources, and partners to support these efforts.
6. Provide global oversight on the Academy's organizational strategy to embed equity into all AAP programs, policies and practices, working in partnership with the Senior Director, Equity Initiatives.
7. Draft and periodically evaluate and revise a multi-year cross-functional roadmap to provide clarity and focus on AAP action to narrow disparities and achieve health equity.
8. Cultivate external partnerships and new relationships to help leverage and support the AAP Equity Agenda. Serve as a senior representative with external organizations on AAP health equity topics in conjunction with other key elected and senior leaders. Evaluate the impact of EDI practices across the AAP and lead efforts to communicate progress on achievements and outcomes, including the development of a metrics dashboard to measure success and determine future goals.
9. Contribute to awareness and the evidence base on health equity and effective approaches through reports and the peer reviewed literature.
10. Serve as a resource to help address and expand diversity throughout the AAP committees, councils, and sections as well as AAP curriculum and educational experiences.
11. Work collaboratively with the Chief Development Officer to identify, cultivate, and secure funding to support the Equity Agenda and related initiatives. Oversee the implementation and compliance with project deliverables and reporting requirements.
12. Oversee and serve as executive advisor to staff and member groups, including the Equity Implementation Team; Employee Resource Groups; District Equity, Diversity, and Inclusion (EDI) Champions; and Staff EDI Council to

- creatively and continuously identify strategies and opportunities for staff and members, including those most impacted by inequities, to participate in solution development.
13. Collaborate with the CEO and senior leadership to evaluate and enhance EDI best practices into policies and procedures to impactfully address the needs of a diverse membership and workforce.
 14. Oversee department staff and operations, including staff management and performance development. Oversee budget development and management. Lead and mentor assigned staff and encourage ongoing professional development and a work environment that embraces inclusiveness.
 15. Perform other duties as assigned.

REQUIRED QUALIFICATIONS:

- MD, FAAP
- At least 10 years' leadership experience. Dedicated experience advancing EDI work in a complex professional organization, including direct experience in support of health equity and/or health disparities programs.
- Experience developing a data driven strategy specific to health disparities and increased equity.
- Ability to apply strong personal expertise regarding disparities in health care and outcomes together with knowledge of AAP policy, previous actions, current programs, resources, and capabilities.
- Recognized thought leader on the topic of health equity with the ability and demonstrated history of engaging the underserved communities affected by health disparities.
- Adept at both developing strategies as well as rolling-up their sleeves to drive execution.
- Possess influencing and relationship skills to effectively collaborate with other key leaders in the organization to facilitate new initiatives.
- Must be a collaborative and influential figure within the pediatric community and a desire to work across AAP functional areas to integrate healthy equity across the AAP and have the proven ability to invest the time and resources to establish strong relationships.
- Broad expertise and commitment to addressing health disparities and social determinants of health (eg, racism, poverty) and with a focus on achieving health equity with national or international recognition and standing in the field.
- Direct experience with planning, implementing, and evaluating health equity initiatives.
- Experience in clinical and personnel management roles.
- Demonstrated accomplishments in program evaluation using multi-method approaches and analysis of data to determine program outcomes and effectiveness.
- Be passionate about fueling the AAP's growth, creating opportunities to better support pediatric patient communities experiencing disparities.
- Excellent consensus building, budget management, interpersonal, decision-making, public speaking, and verbal/written communication skills.
- Strategic and innovative thinker with the ability to solve problems and execute initiatives; synthesize data and transfer into actionable outcomes; and serve as an effective liaison between or among various groups, including the ability to engage in successful negotiation, collaboration, and conflict resolution.
- Skilled in leadership and developing staff, as well as promoting and maintaining a positive and cooperative collaborative work environment, with a commitment to equity, diversity, and inclusion.
- Sets clear and measurable performance objectives and monitors progress rigorously, planning, and linking action to business priorities.
- Able to effectively prioritize a heavy workload and work well under pressure.
- Strong technical acumen and the ability to learn and integrate new and emerging technologies to simplify and improve business practices.
- Excellent analytical skills and expertise in public policy.
- Innovative growth-oriented mindset.
- Positive, courageous outlook, high personal standard of excellence and ethics, and ability to build trust and interact with all organizational levels.

- Weekend work and travel, and the ability to respond quickly to urgent issues outside core business hours.
- Ability to work within a hybrid work environment with a 40% in-office presence

PREFERRED QUALIFICATIONS:

- Experience working with a Board of Directors.
- Experience within a large organization with at least a 50M + budget.
- Master's degree in public health, health policy, health administration, diversity and inclusion leadership, psychology, business, or related degree.

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