



**Position Title:** Grassroots Initiatives Director  
**Position Type:** Full-Time  
**Reports to:** President and CEO  
**Location:** Remote

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Do you want to work for the most effective nonprofit in patient advocacy and join a truly dynamic team impacting the healthcare landscape? What about a chance to make a difference in the lives of over 100 million patients who live with liver disease globally? We are hiring a Grassroots Initiatives Director to help lead the team. If you have an entrepreneurial spirit and a deep commitment to advancing creative and thoughtful solutions to improve the lives of those affected by liver disease, we want to hear from you.

The Global Liver Institute (GLI) is a 501(c)(3) nonprofit organization headquartered in Washington, D.C. Our mission is to improve the lives of individuals and families impacted by liver disease by promoting innovation, encouraging collaboration, and scaling optimal approaches to help eradicate liver diseases. We believe that by collaborating with patients, the medical community, other advocacy organizations, and our corporate partners, we will achieve our vision for liver health to take its proper place on the global public health agenda consistent with its prevalence and impact. In just seven years, GLI has grown from a social impact start-up to an international nonprofit with an expanding list of programs and initiatives serving patients and the liver health community.

We have a diverse team with over 20 full-time staff located across the US, in the United Kingdom, and the European Union, and our expansion plans include programs in two additional continents by Q4 2022.

## Job Description

As Global Liver Institute (GLI) continues to build its position as the leader of liver patient advocacy, we are seeking a Grassroots Initiatives Director. The Grassroots Initiatives Director will ensure our efforts at GLI are connected to the voice and insights of our localized community partners as we work collectively to build the groundswell of support for liver health as an integral part of public health, and to elevate the liver patient and caregiver voice. As leader of GLI's engagement with community organization partners, primarily through the GLI Liver Action Network of affiliated organizations across the US and Canada, this person will improve the capacity and capabilities of affiliated organizations to assess and serve the communities in meaningful ways, to establish deep connections with health care systems, state and local governments, community serving organizations, and patient leaders.

Key responsibilities will include the development and implementation of a liver health grassroots strategy and action plan, and creation and maintenance of strong and deep relationships with patient advocacy leaders at the local, state, national and global level. Additionally, collaboration with internal and external stakeholders on development and execution of joint activities and events, as well as logistical support for GLI grassroots meetings, and coalitions will be part of your key responsibilities. This person will report to the CEO, supervise 2-3 direct reports (A3 and LAN senior managers), and work closely with the Policy Director.

## **Primary Roles and Responsibilities**

The successful candidate must be able to perform each of the following satisfactorily:

- Create and drive the grassroots strategy for GLI in support of our mission
- Create an action plan for each community partner that reflects their unique mission and values and drives effective and valued partnerships
- Anticipate/stay informed on clinical and scientific developments in liver health and adjust plans accordingly
- Maintain productive and open lines of communication across multiple internal GLI departments and staff
- Ensure cross-functional alignment and incorporation of the patient perspective
- Represent the company at external partner group meetings; report back advocacy community feedback to internal audiences
- Work closely with GLI's Liver Action Network (LAN), and other external community partners to ensure strategic alignment
- Partner with colleagues in social media and internal communications to ensure the patient voice is reflected
- Ensure high quality communications materials are produced in a timely manner and free of error, including presentations, patient materials, Q&As, and other materials as needed. Also, provide back-up support in developing product communications materials – such as press releases and Q&As – as needed
- Coordinate GLI's grants to advocacy partners
- Manage the team budget and coordinate related tasks

## **Qualifications**

### **Requirements**

- Bachelor's degree highly preferred
- 5+ years' relevant experience in community and coalition building with an exemplary track record
- Liver disease advocacy experience is an advantage, as are existing relationships with relevant advocacy thought leaders
- Prior experience with public policy/government affairs a plus
- Ability to travel approximately 15-20%, as needed (both domestic and international)
- Excellent strategic thinking skills and successful record of aligning advocacy plans to the organization's overarching strategic imperatives
- Sharp attention to detail and the ability to carry out multiple tasks while maintaining adherence to rigorous quality standards
- Ability to anticipate and plan for potential issues, threats, and concerns regarding our business and pipeline, as well as address emerging issues immediately

- Superior communication, organizational and budgeting skills; excellent writing and presentation skills
- Ability to coordinate complex patient issues, manage sensitive information, and participate in key interdepartmental interactions
- Proven capacity to implement, monitor, and logically manage strategic action plans in alignment with the organization's global initiatives and integrated communications program

### **Compensation:**

In addition to a competitive salary, GLI offers 100% reimbursement for healthcare insurance premium for its employees. We recognize most federal holidays and generally close the last two weeks of December, as an additional paid vacation for GLI staff. Our team members work off-site/remotely with some travel involved. GLI also has a liberal leave and sick-time policy depending upon advanced planning, employee discretion, and approval of the employee's supervisor.

### **How to apply:**

Please submit your resume and cover letter to [hiring@globalliver.org](mailto:hiring@globalliver.org) with "**Grassroots Director**" in the subject line of your email.

Due to the high number of applications we receive for positions posted, we are only able to respond directly to candidates with whom we wish to move forward in the interview process. Thank you for your interest in this role and in GLI.

*Global Liver Institute is an equal opportunity employer and affirms the right of every qualified applicant to receive consideration for employment without regard to race, color, religion, sex, gender identity or expression, national origin, sexual orientation, genetic information, disability, age, ancestry, military service, protected veteran status, or other groups as protected by law.*