



**Housing and services strategies *that work for people.***

## Policy Advisor

**Position Title:** Policy Advisor

**Work Hours:** M-F; 9:00 am to 5:00 pm ET. Full time position.

**Salary Range:** \$100,000+

**Location:** Boston, MA or remote

### Equity & Inclusion at TAC

TAC is proud to be an equal opportunity workplace and an affirmative action employer. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity, or Veteran status. Please visit TAC's [Racial Equity Statement](#) to see TAC's demonstrated commitment.

### About TAC

The Technical Assistance Collaborative (TAC) is a national organization that drives policy and systems solutions for the human services, health care, homelessness, and affordable housing challenges facing our country. Since 1992, TAC's core mission has been to achieve sustainable public sector systems change through the development and implementation of evidence-based and promising approaches, and by addressing disparities in behavioral health, human services, and affordable and permanent supportive housing. For over 30 years, TAC has provided policy leadership, technical assistance, and consultation to federal, state, and local government agencies and national policy, advocacy, philanthropic, and nonprofit organizations.

TAC staff brings together extensive public and nonprofit sector expertise in public behavioral health policy and systems, Medicaid, homelessness, and affordable housing. TAC staff members include people with prior experience working in government and direct services, as well as people living with disabilities and those who have lived experience of homelessness. TAC's staff is professional, innovative, creative,

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flexible, committed to equity, and able to work with a broad range of clients and stakeholders. TAC's work is improved by the diversity of our staff and we continuously seek to increase this diversity. For more information, visit [www.tacinc.org](http://www.tacinc.org).

## Position Description

The Policy Advisor will inform and support TAC's work on policy issues related to behavioral health and other disabilities, Medicaid, homelessness, and affordable housing. The ideal candidate will bring a foundation in key policy issues in these areas, and will support the TAC staff in communicating with and educating key partners, stakeholders, and clients. Work will include preparation of written briefs, policy positions, blog posts, and other media as identified by TAC; representing TAC with key external partners on policy matters, including government agencies, national and state associations, and philanthropy; and providing support on client projects, including policy research, landscape analysis, data review, key informant interviews, and group facilitation.

## General Responsibilities

- Research policy issues related to behavioral health and other disabilities, Medicaid, homelessness, and affordable housing.
- Work with TAC's senior leadership to formulate agency policy on key issues in behavioral health and other disabilities, Medicaid, homelessness, and affordable housing.
- Incorporate and apply a diversity, equity, and inclusion lens into all TAC policy work.
- Prepare written briefs, policy positions, blog posts, and other media on policy interest areas as identified by TAC.
- Peer review of written reports, materials, and other products/tools as assigned.
- Represent TAC with key external partners on policy matters, including government agencies, national and state associations, and philanthropy.
- Ensure that TAC staff members are informed of current policy issues throughout our TA and consulting work.
- Participate in business development activities, including proposal development and working with potential funders to support projects that advance policy and best practices.
- Provide support on client projects, including policy research, landscape analyses, data review, key informant interviews, and group facilitation.
- Staff supervision and mentoring within the organization may be required.
- Group facilitation with a range of stakeholders including people with lived experience, service and/or housing program managers, and senior level government officials.
- Independent presentation development and public speaking in communities, conferences, and other forums and venues.



## Qualifications

- 10+ years of combined experience in policy, consulting, technical assistance, government, direct services or advocacy, and/or managed care in the fields of mental illness, substance use disorders, Medicaid, and/or human services. Work in comparable fields and/or lived expertise related to TAC's work may substitute for some of the time requirements.
- Bachelor's degree in a field related to the type of consultation TAC provides (social work, psychology, public health, or related health profession) required. Additional work or lived experience may substitute for bachelor's or advanced degree.
- Ability to identify and understand key policy issues in behavioral health and other disabilities, Medicaid, homelessness, and affordable housing, including knowledge of best practices in these areas.
- Understanding of the racial disparities of systems of care and the impact of this injustice on communities; a commitment to equity and the promotion of policies and practices that address disparities.
- Must have a demonstrated commitment to programs and services designed to support people with mental illness, substance use disorders, and other disabilities to live in the most integrated settings possible.
- Strong interpersonal and communication skills, including an ability to work with a range of partners and stakeholders such as advocacy associations, federal and state government agencies, and philanthropy.
- Self-directed, organized team member with demonstrated time management skills and the ability to meet deadlines and timelines, and to carry out multiple concurrent projects while meeting agency administrative requirements.
- Strong writing and editing skills.
- Ability and willingness to travel within the U.S.

Please submit resume, cover letter, and three references to Tia Maurissette, Human Resources Manager at [jobs@tacinc.org](mailto:jobs@tacinc.org) by **May 31, 2024**.

People with disabilities, Veterans, and individuals with lived experience of homelessness are strongly encouraged to apply.

Pay Range — Many factors are considered in determining final pay for a position, including relevant work experience, skills, certifications and competencies related to the specified role, geographic location, education and certifications, as well as contract provisions regarding labor categories that are specific to the position.

