



## FOUNDATION AND CORPORATE RELATIONS OFFICER

### SUMMARY:

The Foundation and Corporate Relations Officer (Officer) works with the Center for Health Law and Policy Innovation of Harvard Law School's (CHLPI) executive team, administrative team, and clinical staff to raise funding to support CHLPI's mission to advocate for legal, regulatory, and policy reforms to improve the health of underserved populations, with a focus on the needs of low-income people living with chronic illnesses and disabilities.

The Officer will design, implement, and manage a strategy for the cultivation and stewardship of foundations, corporations, and government agencies. The Officer will maintain and grow the funding portfolio, which is currently \$2 million, helping to diversify the organization's funding base and support and expand CHLPI's diverse program portfolio of health and food law and policy initiatives. The Officer will be responsible for crafting competitive proposals and developing progress reports for a variety of funders. The Officer should have a demonstrated track record of grants received, capacity to quickly develop expertise and the ability to write about CHLPI's various program areas, and bring enthusiasm and creativity to the organization's advancement agenda.

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law.

Please note that this position will be relocating from Jamaica Plain, MA to Cambridge, MA in late 2018/early 2019.

**For additional information and to apply: [http://hr.harvard.edu/jobs/Requisition # 45322BR](http://hr.harvard.edu/jobs/Requisition%2045322BR) : **Foundation and Corporate Relations Officer****