

JOB DESCRIPTION

Director, Data & Infrastructure Programs

Overview:

AcademyHealth is the professional home and leading national organization for health services researchers (HSR), policymakers, and health care practitioners and stakeholders. We – together with our members and partners – increase the understanding of methods and data used in the field, enhance the professional skills of a vibrant and diverse community of researchers and research users, support evidence-based policy and practice, and advocate for the use of evidence to improve health and health care for all. Our core priorities are to support the people who generate and use evidence, strengthen the systems and data infrastructure of the field, and ensure that evidence is used to improve health and health care. We are committed to fostering an inclusive and equitable working environment.

How you'll contribute:

In this role, you will provide leadership for a program area that advances AcademyHealth's mission and strategic priorities. The incumbent will serve as an Operations Lead translating strategy into execution, managing teams and resources to deliver high-impact results, and contributing to business development to meet organizational and programmatic needs. You will be working in close partnership with Kamila Mistry (Senior Director/HSR Acceleration Center Strategic Lead) and report directly to Elizabeth Cope (Chief Programs and Science Officer).

Program and Portfolio Leadership (approximately 60% of role)

- Provide day-to-day leadership for a program area, ensuring alignment with AcademyHealth's mission, strategic priorities, and organizational goals.
- Translate strategy into actionable plans, performance metrics, and deliverables that drive measurable impact and operational excellence, particularly as it relates to the development of new AcademyHealth programs and assets aiming to strengthening data and infrastructure to support the acceleration of HSR
- Oversee the design, implementation, and evaluation of projects and initiatives that advance evidence-based health policy and practice.
- Collaborate closely with Center Leads for AH Signature Programs to ensure seamless workflow for cross-functional programs.
- Identify opportunities to enhance program performance, integrate innovation, and strengthen systems for learning and continuous improvement.
- Develop and manage budgets, staffing plans, project timelines, and resource allocations to ensure efficient, high-quality execution and fiscal accountability.
- Maintain accountability for outcomes, quality standards, and staff engagement across assigned areas of responsibility.

Business Development and Partnerships (approximately 25% of role)

- Lead business development activities, including identifying and pursuing new funding opportunities and cultivating relationships with current and prospective funders and partners.
- Collaborate with senior leadership to refine and implement AcademyHealth's business development strategy, ensuring a diverse and sustainable funding base.
- Serve as principal investigator, co-principal investigator, or lead proposal author for competitive funding opportunities.
- Contribute to the organization's sustainability by leading or co-leading development of new and renewal proposals totaling approximately \$1–2 million annually, or equivalent in strategic partnerships or sponsorships, as defined in annual performance goals.

Thought Leadership and Field Engagement (approximately 10% of role)

- Provide subject-matter expertise in health services research and policy to shape AcademyHealth's strategic direction and programmatic priorities.
- Contribute expertise and ideas to address key gaps and limitations in the current health services research data ecosystem, with a focus on emerging strategies to strengthen data research infrastructure and interoperability.
- Lead the conduct of research and analyses, including literature reviews and syntheses on associated policy and/or health system issues, to produce written products (e.g., issue briefs, papers, reports).
- Represent the organization in external meetings, panels, and conferences to enhance visibility and influence.
- Design and lead convenings—virtual and in-person—on topics of importance to the field.

Team Leadership and Talent Development (approximately 5% of role)

- Supervise and mentor staff, providing clear expectations, coaching, and professional development opportunities.
- Foster a collaborative, inclusive, and high-performing team culture that supports innovation, learning, and accountability.

Desired Qualifications:

- Master's degree in health policy, public policy, public health, or related field or equivalent experience.
- Minimum of seven (7) years of substantive, professional experience in health services research, health policy, or related areas.
- At least three (3) years in a management or leadership role with responsibility for teams, budgets, and strategic outcomes.
- Demonstrated success in securing and managing grants, contracts, or sponsorships from public and private funders.
- Strong understanding of health systems, policy processes, and current issues in health services research.
- Proven ability to manage complex, multi-stakeholder programs and translate strategy into measurable results.
- Familiarity with quantitative and qualitative research methods and dissemination and implementation science.
- Understanding of key gaps and limitations in the current health services research data ecosystem, and strategies to strengthen data research infrastructure and interoperability to support the field.
- Exceptional organizational, analytical, and communication skills.
- Experience fostering collaboration and alignment across departments and partner organizations.
- Entrepreneurial mindset with the ability to innovate, problem-solve, and adapt in a dynamic environment.
- Commitment to AcademyHealth's mission and to advancing diversity, equity, and inclusion.

What you should know:

- AcademyHealth is a hybrid work environment, with options for remote and office work.
- Applicants outside the metropolitan DC area are encouraged to apply.
- We will be conducting our hiring process virtually and conducting interviews via phone or video. We will provide candidates selected for interviews with all the required instructions.

This is a Level 6 position. The salary range is \$135,000 to \$145,000 and is commensurate with experience and qualifications.

Applications:

Qualified applicants should submit a cover letter and resume to Human Resources via email: jobs@academyhealth.org. For more information, please go to www.academyhealth.org.

AcademyHealth is an Equal Opportunity Employer: AcademyHealth will provide all applicants for employment and all employees with an equal opportunity regardless of sex, race, color, religion, national origin, age, marital status, personal appearance, sexual orientation, family responsibilities, disability, matriculation, political affiliation, source of income, or place of business or residence.