



Shaping Policies • Improving Health

Director of Membership (part-time position)

Partnership for Prevention was founded in 1991 to increase the priority for health promotion and disease prevention in national health policy. Partnership's unique blend of members and leaders helps unite diverse interests in support of strong prevention policies. Members and partners include businesses, health plans, health and medical associations and non-governmental organizations, state and local public health departments, and other organizations committed to prevention.

Primary Responsibilities

- Direct all membership recruitment and renewal activities
- Provide strategic direction for Partnership's membership operations and consider new, entrepreneurial ways to recruit and retain members
- Serve as lead staff person to the Membership Committee of the Board of Directors
- Cultivate positive relationships with current and potential members
- Identify strategies for engaging members in Partnership's policy development and advocacy activities
- Upgrade systems for membership management, tracking, invoicing, etc.
- Develop performance measures for Partnership's membership activities
- Maintain a working knowledge and understanding of other health related for-profit and non-profit organization activities, needs and interests

Qualifications

- Two to five years experience in membership and/or fundraising activities
- Bachelor's Degree required, Master's Degree preferred, in public health, health
- The successful candidate will be outgoing, highly organized, a self-starter, and able to work independently
- Strong communication skills are essential

Compensation

This is a part-time position (2 days/week)

Applications

- Please send your resume and cover letter to jobs@prevent.org
- Subject Line: Director of Membership
- No phone calls please