

Programs Manager

Sick Cells is hiring a dynamic and mission-driven Programs Manager to join its team. Sick Cells is a national advocacy nonprofit dedicated to amplifying the voices of the sickle cell disease (SCD) community and driving systemic change. Through storytelling, advocacy, and policy engagement, we elevate the lived experiences of those affected by SCD, influence health policy, and promote health equity.

This position manages projects, activities, and deliverables according to the organization's overall mission. The Programs Manager works collaboratively in project programming, engagement and outreach, and communications. This position reports to the Senior Director of Programs.

This is a hybrid position, with two days per week spent in the Wheaton, IL, office. Occasional travel, weekend, and evening work is required.

Key Responsibilities

- Manage and implement Sick Cells' Ambassador and Faces programs, including onboarding, storytelling, and monthly engagement.
- Manage development of campaigns to provide educational resources to the sickle cell disease communities, in partnership with medical providers, advisory committees, and federal health department guidance.
- Foster and expand relationships with ambassadors, advocates, and partners.
- Draft blogs, social media, newsletters, toolkits, and advocacy materials, and coordinate dissemination.
- Coordinate program deliverables, timelines, and grassroots campaigns.
- Represent Sick Cells at advocacy events, coalition meetings, and conferences.
- Plan and execute 1–2 major events annually and manage related coalitions and workgroups.
- Provide operational support, including internal meetings, intern onboarding, and contractor oversight.
- Conduct literature reviews and synthesize findings to support advocacy and research efforts.
- Contribute to grant writing, fundraising initiatives, and relationship-building with funders and partners.
- Other duties as assigned.

Qualifications

- Bachelor's degree and 3-5 years of relevant work experience, OR an Associate's Degree or certification and 7+ years work experience.
- Experience working in or with an organization, program, or department focused on public policy, public health, education, and/or advocacy.

- Experience organizing projects independently.
- Experience in social media, communications, or marketing.
- Ability to create briefing decks, slides, and other forms of written communication.
- Comfort and desire to develop public speaking skills.

Benefits

This is a full-time, direct-hire position. The salary for this position is commensurate with experience, ranging from \$55,000 to \$60,000. The benefits package includes health, vision, and dental insurance, 403b 1% match, professional development, and generous paid leave.

How to Apply

To apply, please send a current resume and cover letter to employment@sickcells.org, with “Programs Manager” in the subject line. Applications will be accepted on a rolling basis until the position is filled.