2024 ASPPH/CDC Public Health Fellowship
Program Announcement

ASPPH GRADUATE TRAINING PROGRAMS
The ASPPH/CDC Public Health Fellowship Program is a collaborative effort between the Association of Schools and Programs of Public Health (ASPPH) and the Centers for Disease Control and Prevention (CDC). As part of the Public Health Leadership and Education, Advancing Health Equity and Data Science (PH LEADS) program, the fellowship program is committed to increasing the number of public health professionals with applied training in public health and population health.

The Program's purpose is to support culturally relevant and applied mentored learning experiences for early career professionals with graduate degrees in public health (Masters and Doctoral level). This next generation of public health leaders will have an opportunity to round out their academic training and gain practical public health experience through exposure to state-of-the-art technology and databases, acquisition of skills and knowledge to enhance their careers, and interaction with technical experts in their chosen fields. Fellowship tracks for the 2024 cycle include Health Education, Overdose Prevention, and Core Public Health.

Ultimately, upon completion of the ASPPH/CDC Public Health Fellowship Program, fellows will have made useful contributions to projects of national public health importance that are related to the mission of the CDC, while gaining a significant skillset that will set the foundation for their public health careers. Please note that completion of the ASPPH/CDC Public Health Fellowship Program does not guarantee full-time employment at the CDC or any other federal agency.

Eligibility

To be eligible for this program, applicants must have received their Masters or Doctorate degree prior to the beginning of the fellowship (no later than August 2024) or within the last five years (no earlier than May 2019). Graduate degrees must come from an ASPPH member graduate school or program of public health accredited by the Council on Education for Public Health (CEPH). (For a list of ASPPH members, see the ASPPH website.) All applicants must be U.S. citizens or hold a visa permitting permanent residence (“Green Card”) in the U.S. to be eligible for the fellowship program. CPH preferred.

Period of Performance

Fellowship positions are full-time training opportunities for the duration of one year, beginning in September 2024. Positions may possibly be extended for up to two additional years, pending availability of funds and satisfactory progress by the fellow.

Location

Fellowship opportunities will be based in Atlanta, Georgia, and some will have a remote and/or hybrid work option. Project descriptions will note if that is an option. Remote work is not guaranteed, and the frequency of in-person work will be left up to the discretion of each fellow’s assigned mentor. If the host office requires fellows to relocate to the fellowship location, relocation expenses will not be reimbursed.
**Funds Available**

The annual training stipend for the fellowship positions is $54,607 for Masters level candidates and $60,314 for candidates with advanced graduate degrees (MD, PhD, DrPH, JD, etc.). The fellowship stipend is intended to assist with personal living expenses.

In addition to the fellowship stipend, fellows will have access to a $4,000 health allowance that is intended to help offset the costs of health/dental/vision insurance premiums during the one-year fellowship period. Some positions, not all, may also offer a “travel/training allowance” that may be used to cover project-related travel, tuition, journal subscriptions, association dues, etc. Not all positions will receive a travel/training allowance. The need for a travel/training allowance is determined by each individual host office, not by ASPPH.

**Fellowship Opportunities Available**

There are currently eight (8) fellowship positions available for the 2024 ASPPH/CDC Public Health Fellowship Program.

The following is a breakdown of fellowship opportunities at each Center/Institute/Program Office (C/I/O) at the CDC:

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<thead>
<tr>
<th>CIO</th>
<th>Track</th>
<th>Number of Positions</th>
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<td>Global Health Center (GHC)</td>
<td>Health Education</td>
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<tr>
<td>Center for Forecasting and Outbreak Analytics (CFA)</td>
<td>Core Public Health</td>
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<td>Health Education (2)</td>
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<td>National Center for Injury Prevention and Control (NCIPC)</td>
<td>Overdose Prevention</td>
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To read full project descriptions for these positions, please see Fellowship Project Descriptions for 2024 on Page 5, and/or visit the ASPPH Training Programs Online Application System, as noted below.

**Application Procedure**

Each applicant may apply for up to three (3) fellowship positions. Applications are to be completed online through the ASPPH Training Programs Online Application System at https://fellowships-internships.aspph.org/. Incomplete applications and those that have not been submitted by the deadline will not be accepted. Please see below for detailed application instructions.

**The application deadline is Friday, March 8, 2024.**
Evaluation Criteria (updated)

The following criteria will be used to assess the applicant’s ability to participate in the fellowship program.

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Maximum Points</th>
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<tr>
<td>Quality of Essays*</td>
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<tr>
<td>Strength of Credentials</td>
<td>20</td>
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<tr>
<td>Previous Experience</td>
<td>10</td>
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<td>Recommendations</td>
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*Special consideration will be given to candidates with exposure to a broad array of life experiences and viewpoints, and who can bring diverse perspectives and experiences to the fellowship project training area and public health in general. Applicants should highlight these attributes in their essays.

Review & Final Selection

In March, an Objective Review Committee will complete the review of the applications based on the criteria described above. Candidates receiving a high score in Objective Review will advance to Technical Review at CDC. Mid-April through mid-May, applicants may be contacted by CDC staff and/or ASPPH staff for a telephone interview, additional information, and/or clarification of information relevant to the application. All final selections will be made by mid-June. Those applicants chosen will be immediately notified by phone and email. All other applicants will be notified by email.

Application Instructions

The ASPPH Fellowship Online Application System is a centralized application service offering a secure, easy, and convenient way for students/graduates of ASPPH member schools and programs of public health to apply to all ASPPH Fellowships and Internships. The online application is also accessible through the ASPPH website at www.aspph.org.

https://fellowships-internships.aspph.org/

To begin your online application, please click the “Sign Up” button below the Login button to create a password-protected account. Signing up is free and easy. If you already have an account, you can log in on this page as well.

Each applicant may apply for up to three fellowship positions, as described under Fellowship Project Descriptions for 2024 on Page 5. Please carefully read the instructions that appear throughout the online application system. After submission, applicants may edit applications by clicking on the pencil icon (✏️) in the “My Status” section at any time prior to the application deadline. The application may be edited as necessary at any time prior to the application deadline. **If you edit your application, you must resubmit it before the deadline, or it will not be reviewed.** Applications are reviewed only after the online application deadline has passed. Incomplete applications and those that have not been submitted by the deadline will not be accepted.
To complete the online application, you will need to provide the following information and documentation:

- Faculty Advisor name, phone number, and email address if you have not yet graduated
  - If you have not yet graduated, in Part 3 of the application, you will have the opportunity to generate an email to your Faculty Advisor at the same time as for your References. Verification of graduation date from your Faculty Advisor must be received by the application deadline.

- Resume/CV (PDF only)

- Name, phone number, and email address for two references who will write your letters of recommendation
  - Suggested references are individuals with whom the applicant has built a substantial relationship in the following areas: Academic; Public Health Practice; Volunteer or Community Service; Other professional that can effectively address the applicant’s skills, qualities, and personal attributes.
  - In part 3 of the application, you will have the opportunity to generate emails to your Faculty Advisor (if you have not yet graduated) and your References before submitting your application. If you do not click “Send Now” in the application, the emails will go out when you submit your application. The deadline for your Faculty Advisor and References to submit their pieces is the same as the application deadline below. Therefore, we recommend utilizing the “Send Now” feature to generate the emails in advance of submitting your application, so that they have time to complete your recommendations before the application deadline.
  - Letters of recommendation must be on the sender’s official letterhead with an original signature and include the name, degree(s), title, institution, and contact information of the reference.

- You will have two essay prompts:
  - Explain the ways in which your personal and professional interests, strengths, and qualifications match the particular fellowship assignment and track you are applying for, and how it will benefit your long-term career plans in the field of public/population health. Special consideration will be given to candidates with exposure to a broad array of life experiences and viewpoints, and who can bring diverse perspectives and understandings to the fellowship project in particular and public health in general. Applicants should highlight these attributes in their essay.
    - Note: If you are applying for two (2) or more positions, address them each in separate essays – one per Fellowship Training Area. Max. 1,000 words per essay; PDF format.
  - This fellowship may involve a placement within CDC headquarters or regional offices nationwide. One of the CDC’s core values is, “we are honest and ethical in all we do.” Describe how you have upheld this value in your personal and/or professional experiences.
    - Note: One essay only. Max. 850 words; PDF format.

- Unofficial graduate transcripts (ASPPH Member School or Program of Public Health only; PDF only)
  - If you are offered and accept a fellowship position, you will be required to provide an official graduate transcript.

Applications must be submitted electronically, through the Online Application System, by 11:59 PM Eastern Time on Friday, March 8, 2024.
Incomplete applications will not be accepted.
All questions regarding the application process should be sent to TrainingPrograms@aspph.org
Fellowship Project Descriptions for 2024

There are eight (8) positions available in 2024; All positions are for a one-year period beginning September 2024, with the possibility of extending for a second year.

Position #Y2-24-GHC-01

CIO and Location:
Global Health Center (GHC)
Atlanta, GA
Remote option available

Track:
Health Education

Project Title:
Updating of the Field Epidemiology Training Program (FETP) Curriculum

Purpose and Mission of Sponsoring CIO/program:
The Field Epidemiology Training Program (FETP) is a 3-tier program (3-month Frontline, 9-month Intermediate, and 2-year Advanced) developed by CDC. FETP’s mission is to develop countries’ capacity to prevent, prepare for, and respond to epidemics. The Curriculum and Quality Improvement Team of the Global Workforce Development Branch (GWDB) of CDC’s Global Health Center is in the process of reviewing the content and presentation of the FETP curriculum of all tiers. The curriculum will be available in English, French, Spanish, and Portuguese.

Project Description:
Under the mentorship of the Curriculum and Quality Improvement Team lead and a senior health educator, the fellow will participate in 1) updating curriculum files to integrate concepts of andragogy, instructional design, One Health, and technology; 2) meetings focusing on the scientific epidemiological review of the curriculum; 3) organizing and maintaining files and folders through the process of curriculum updates and translation; and 4) piloting, monitoring and evaluating the delivery quality of the revised materials. The fellow will have opportunities to build organizational, curriculum development, health education, instructional design, field epidemiology, presentation, and collaboration skills.

Expected Benefits:
The fellow will have the opportunity to apply health education skills to a well-known and global CDC program, FETP. The GWDB will benefit from the fellowship by having updated materials that it can provide to CDC-supported programs and partners around the world. FETP’s focus on helping countries develop their capacity to prevent, prepare for, and respond to epidemics is very instrumental in saving lives worldwide.

The fellow will receive training in FETP, instructional design, and knowledge management. They also will have the opportunity to participate in the international nights of the Epidemic Intelligence Service (EIS) conference. If funds are available, the position might offer the possibility for international travel to pilot the materials or to attend conferences with large FETP involvement.

Required and/or Desired Skills and Knowledge:
- Organizational skills and attention to detail.
- Ability to work collaboratively with a variety of people of different backgrounds and cultures.
- Language skills in French, Spanish, or Portuguese are an asset but not required.
Position # Y2-24-CFA-01

CIO and Location:
Center for Forecasting and Outbreak Analytics (CFA)
Atlanta, GA
Remote option available

Track:
Core Public Health

Project Title:
Uses of Modeling and Data Analysis to Plan for and Respond to Disease Outbreaks in Real-Time

Purpose and Mission of Sponsoring CIO/program:
CDC’s Center for Forecasting and Outbreak Analytics (CFA) uses data, modeling, and analytics to characterize the state of an outbreak and its course, inform public health decision-makers on potential outcomes of deploying control measures, and support innovation to continuously improve the science of outbreak analytics and modeling. The Division’s function is to generate practical decision-support products by:
- Leading the development of products containing actionable insights for decision-makers,
- Translating and disseminating CFA-developed analytics, and
- Establishing and maintaining collaborations to formulate and continually improve CFA products.

Project Description:
The Fellow will have the opportunity to work in CDC’s newest center, CFA, on various health and risk communication activities, including:
- Developing rollout plans and evaluating the impact of the communication strategies to promote products related to infectious disease forecasting.
- Researching the most effective audience-specific communication strategies & channels.
- Conducting message testing.
- Determining existing channels at CDC for reaching the target audience, creating an inventory of existing channels, and building partnerships to facilitate the use of those channels.
- Evaluating opportunities for new partnerships or channels to reach the target audience.

Expected Benefits:
The Fellow can expect to work alongside seasoned public health communication professionals to support a newly established CDC Center, CFA. The Fellow will have the opportunity to develop and evaluate communications products for a variety of stakeholders, including new and creative approaches to reaching audiences with risk communication messages. This is a unique opportunity to work on communicating, modeling, and forecasting public health data to a variety of audiences, including the public.

Training opportunities for the fellow will include but are not limited to:
- Risk Communication training
- Plain language & CDC Clear Communication Index training
- Health Literacy for Public Health Professionals
- 508 compliance and best practices
- Health Equity

Required and/or Desired Skills and Knowledge:
- Strong oral and written communication abilities (in the English language).
- Experience in using Microsoft Office products, including Power BI, Forms, PPT, Excel, and Word.
- Collaboration skills and experience with working in an environment where you will work across Teams and Divisions to accomplish program goals.
- Experience identifying information gaps, needs, and opportunities.
- Ability to multitask and shift priorities when requested.
- Ability to move from initial assignment to completion; good follow-through, strong critical thinking, and problem-resolution skills.
Position #Y2-24-IRD-01

CIO and Location:
National Center for Immunization and Respiratory Diseases (NCIRD)
Atlanta, GA
Remote option available

Track:
Core Public Health

Project Title:
Assessing Vaccination Status Among School-Age Children in the United States

Purpose and Mission of Sponsoring CIO/program:
The National Center for Infectious and Respiratory Diseases (NCIRD) has taken the lead in promoting immunization and providing access to safe and effective vaccines both in the United States and around the world. As a disease-prevention program, NCIRD provides leadership for the planning, coordination, and conduct of immunization activities nationwide. The activities for this fellowship will be conducted within the Surveillance and Epidemiology Branch (SEB), which is part of the Immunization Services Division (ISD) at NCIRD.

The ISD protects individuals and communities from vaccine-preventable diseases through the provision of federal funds and contracts to purchase vaccines, the provision of technical and financial support for immunization programs, provider and public education, evaluation, and research.

The SEB is responsible for monitoring school vaccination coverage and exemptions in the United States and affiliated jurisdictions. The 50 states, District of Columbia, selected U.S. cities, and US-Affiliated Islands report school vaccination and exemption data to CDC annually, where these data are analyzed and results are disseminated. The primary objectives for school vaccination assessment are to 1) Assess state-mandated school vaccination among kindergartners and 2) Assess exemptions to state-mandated school vaccination requirements among kindergartners.

Project Description:
The fellow will join the school vaccination coverage assessment group in the Immunization Services Division. The fellow will have the opportunity to participate in vaccination coverage surveillance activities, work directly with state health departments to facilitate the collection of vaccination data and reporting to the CDC, develop projects to use vaccination coverage data to better understand factors related to under vaccination and programmatic activities that could increase vaccination coverage, and develop reports and other innovative ways for presenting data to state immunization programs and other stakeholders so they can use the data to inform policy and decision-making. The fellow will also have the opportunity to author conference abstracts and articles for peer-reviewed publications, and present at internal CDC meetings and seminars and national conferences.

Expected Benefits:
This fellowship will provide the opportunity for the fellow to utilize their academic training and gain practical public health experience. Fellows will also have the ability to train under subject matter experts to develop skills in surveillance and data analysis, interact with state and local health departments, understand CDC processes and mechanisms, and co-author an annual report for publication. Fellows may have the opportunity to develop a topic, analyze data, and write a paper for publication, and will gain experience in scientific writing and public speaking.

The fellow will have the opportunity to participate in online and instructor-led classes offered through CDC University, attend the National Immunization Conference and possibly other conferences related to vaccination or school health. The fellow will be expected to travel to the National Immunization Conference or the Reverse Site Visit.

Required and/or Desired Skills and Knowledge:
- Ability to effectively multi-task, prioritize, and work on projects independently and as a team player.
- Good analytical and technical writing skills, and effective oral and written communication skills.
- Demonstrated knowledge of epidemiology or biostatistics.
- Ability to manage and analyze data using SAS or like software.
- Experience managing and visualizing data with Excel, PowerBI, ArcGIS, or similar software.
Position # Y2-24-IRD-02

CIO and Location:
National Center for Immunization and Respiratory Diseases (NCIRD)
Atlanta, GA;
Hybrid position based in Atlanta: Remote and In-Person

Track:
Health Education

Project Title:
Developing and Executing Comprehensive Communication Plans for COVID and Other Respiratory Viruses

Purpose and Mission of Sponsoring CIO/program:
The mission of the Coronavirus and Other Respiratory Viruses Division (CORVD), within the National Center for Immunization and Respiratory Diseases (NCIRD), is to improve the health of people and communities by preventing illness, disability, and death from respiratory viruses through public health science and practice in the United States and globally. Within CORVD is the Global Respiratory Viruses Branch (GRVB), which implements and monitors the performance of respiratory virus surveillance systems and surveys around the globe through training, ongoing technical support, laboratory strengthening, and continual monitoring of program performance.

Project Description:
CORVD is seeking a qualified and motivated candidate who is interested in developing applied skills in health equity science and community engagement about COVID-19 and other respiratory diseases.

Learning Objectives: The activities listed below represent the minimum training opportunities that the fellow will complete:
• Conduct systematic literature reviews related to COVID-19 and RSV.
• Evaluate and monitor trends in and effects of disparities for COVID-19 and RSV.
• Collaborate and coordinate with internal and external partners to address health equity and disparities and/or social determinants of health among populations who have been historically, socio-economically, or geographically disadvantaged.
• Participate in scientific writing and publication.

Expected Benefits:
The fellow will receive training in a multitude of public health specialties such as epidemiology, biostatistics, health communications, health equity, microbiology, virology, immunology, etc. They will also receive applied public health experience in infectious diseases. Lastly, they will receive direct mentoring from an experienced public health professional.

The fellow will have an opportunity to take CDC courses in Health Equity Science and SAS Programming. The fellow may also have the opportunity attend conferences such as, American Public Health Association (APHA).

Required and/or Desired Skills and Knowledge:
• Masters Degree from CEPH-accredited, ASPPH-member school/program of public health.
• Knowledge and/or interest in public health, preferably related to infectious disease conditions.
• Skills:
  o Coursework and/or work experience in public health (epidemiology, health promotion and education, environmental science, biostatistics), medicine, infectious diseases, chronic diseases, behavioral health, social sciences, health sciences, life sciences and biomedical sciences.
  o Experience conducting quantitative and qualitative research.
  o Strong written and verbal communication skills.
  o Experience in scientific and technical writing, including presentations and publications.
  o Statistical and data analytics skills with experience using Excel, Access, SAS, SPSS,R, and similar statistical computing tools.
Position #Y2-24-IRD-03

**CIO and Location:**
National Center for Immunization and Respiratory Diseases (NCIRD)
Atlanta, GA
Hybrid position based in Atlanta: Remote and In-Person

**Track:**
Core Public Health

**Project Title:**
Developing Leadership and Program Management for Laboratories

**Purpose and Mission of Sponsoring CIO/program:**
CDC's Respiratory Diseases Branch (RDB), in NCIRD's Division of Bacterial Disease, works to address multiple respiratory bacterial pneumonia, meningitis, and related pathogens, domestically and internationally, including Legionella disease, pneumococcal disease, Group A Streptococcal (GAS) disease, Group B Streptococcal (GBS) disease, atypical pneumonia bacteria such as Mycoplasm pneumoniae and Chlamydia pneumoniae, and Unexplained Respiratory Disease Outbreaks. The RDB plays a critical role in outbreak response, disease monitoring and epidemiology, laboratory research and diagnostics, vaccine development and evaluation, and development and promotion of prevention measures, tools, and policies, both domestically and globally.

**Project Description:**
The ASSPH/CDC Public Health Fellow at RDB will support the laboratory teams through the implementation of strategic work plans with operational efficiency. The assignment will afford an ASPPH fellow the opportunity to build skills, experience, and contacts across business and program management functions for one of CDC's dynamic laboratory groups. Tasks will align to the following competencies:

- **Budget formulation and execution.** Support the out-year financial planning and the tracking of expenditures in coordination with the division budget analyst, branch deputy, and team leads.
- **Strategic program implementation.** In coordination with team leads, support laboratory activities in line with the strategic plan. Implementation may include support for training, technical assistance, data analysis, and special project management.
- **Monitoring and Evaluation.** Assist with the monitoring and evaluation of the strategic plan by documenting efforts to execute the plan and identify challenges. Draft status reports with team leads and branch leadership for reporting at the division level.
- **Operational Support.** Coordinate with the deputy branch chief and the management and operations team on tasks that support the daily operations of three national reference laboratories. Duties may include activities that support resource tracking, cooperative agreements, contracts, procurement, and recruitment actions.

**Expected Benefits:**
The Fellow, with guidance from CDC mentors, will contribute to the program planning and development as well as evaluation/monitoring for laboratories leading diagnostics for pneumonia and streptococcus pathogens. The Fellowship assignment will allow for the development of leadership skills in program management and will draw on expertise from across CDC on operational issues, both in preparedness and in response cycles. The Fellow will gain experience and confidence in coordinating and implementing strategic laboratory activities while mitigating disease outbreaks.

Potential training opportunities include:
- **Public Health Laboratory:** online training, on-site experiential learning
- **Pneumococcus and Streptococcus:** program-sponsored meetings, engagement with experts
- **Preparedness and Emergency Response:** instructor-led courses at CDC, online training
- **Business Services:** online training, instructor-led courses, operational office-sponsored meetings

Depending on the laboratory experience of the Fellow, if members of the laboratory branch travel to provide technical assistance to a collaborating laboratory, the fellow may be able to join in a learning capacity or support
capacity. It may also be possible to travel to join program meetings and a conference related to the laboratory branch.

**Required and/or Desired Skills and Knowledge:**

- Masters Degree from CEPH-accredited, ASPPH-member school/program of public health.
- Required skills/knowledge
  - Foundational knowledge about public health laboratories.
  - Demonstrated competency in project management.
  - Demonstrated competency in monitoring and evaluation.
  - Advanced knowledge of written and oral communication techniques in order to coordinate with team members and counterparts across the agency, make presentations, respond to program inquiries, and write reports.
  - Advanced knowledge of office applications, including MS Outlook, Word, PowerPoint, and Excel.
- Desired skills/knowledge:
  - Training and experience with laboratory diagnostic equipment, reagents, and specimen accessioning.
  - Training and experience with laboratory biosafety at BSL-2 level.
  - Training and experience with laboratory quality management and accreditation requirements
Position # Y2-24-IRD-4

**CIO and Location:**
National Center for Immunization and Respiratory Diseases (NCIRD)
Atlanta, GA
Hybrid position based in Atlanta: Remote and In-Person

**Track:**
Health Education

**Project Title:**
Health Communications Fellow Working on Translating Complex Science on Coronavirus and Other Respiratory Viruses to Key Priority Audiences

**Purpose and Mission of Sponsoring CIO/program:**
The mission of the Coronavirus and Other Respiratory Viruses Division (CORVD), within the National Center for Immunization and Respiratory Diseases (NCIRD), is to improve the health of people and communities by preventing illness, disability, and death from respiratory viruses through public health science and practice in the United States and globally. CORVD values include collaboration, excellence, integrity, timeliness, and strategic innovation.

**Project Description:**
The fellow will support the Coronavirus and Other Respiratory Viruses Division's Scientific and Programmatic Communications Team by:

- Translating complex scientific material into plain language messages for media, public and priority audiences.
- Developing and executing comprehensive communication plans, rollouts, or talking points to support high-profile releases and publications under the supervision of mentor.
- Reviewing materials available for priority audiences in collaboration with CDC staff and assist in the identification of gaps in existing materials. Ensure health communication products are targeted or tailored for priority and diverse audiences.
- Updating and creating new materials for digital, web, and print publications for public health professionals, health care professionals and consumer audiences on topics involving respiratory virus diseases. This role includes identifying and recommending content updates for communication materials (e.g., fact sheets, newsletters, social media, and slide presentations), with a focus on writing and editing using plain language guidelines, coordinating clearance across internal and external stakeholders, working closely with graphic design staff on layout.
- Supporting monitoring and evaluation of communication products including incorporating sound communication science and research.

**Expected Benefits:**
The fellow will have the opportunity to work on high-profile and complex public health topics such as COVID-19 and RSV, work with subject matter experts and scientists across the Division and Center and have mentorship in health communications and communication science.

The fellow will have the opportunity to participate in online and instructor-led classes offered through CDC University, as well as MRI Simmons training. With supervisory approval, the fellow may travel up to two (2) health communications related conferences and/or trainings.

**Required and/or Desired Skills and Knowledge:**
- Masters Degree from CEPH-accredited, ASPPH-member school/program of public health.
- MPH or Master's related field such as journalism, communications, or public relations, combined with experience in journalism, media relations/public affairs, public relations, and/or health communications.
- Strong plain-language writing skills and demonstrated experience in content development are essential.
- Excellent written and verbal communication skills.
- Experience in content and materials development, such as developing talking points, communication plans, fact sheets, web content, education materials for consumer audiences, social media, etc.
• Experience in monitoring and evaluation.
• Experience in developing strong relationships with internal and external stakeholders.
• Strong problem-solving skills along with organizational skills and attention to detail.
• Ability to multi-task and prioritize competing demands in a fast-paced environment.
• Energetic team presence with an eagerness to learn and collaborate with other members of the communication team.
• Interest in learning complex public health issues.
• Strong skills with Microsoft Office (Outlook, Word, Excel, and PowerPoint).
• Prior CDC, public health, or healthcare experience.
Position # Y2-24-STL-01

CIO and Location:
National Center for State, Tribal, Local, and Territorial Public Health Infrastructure and Workforce (NCSTLTPHIW)
Atlanta, GA
Remote option available

Track:
Core Public Health

Project Title:
Using Innovative and Collaborative Approaches to Drive System Improvements and Outcomes in Major Investments and Enterprise Grants

Purpose and Mission of Sponsoring CIO/program:
The Program Strategy & Accountability (PSA) Office seeks to use innovative and collaborative approaches to drive optimal program strategy, system improvements, and outcomes in CDC public health infrastructure major investments and enterprise grants. The PSA Office works across the Public Health Infrastructure Center to identify opportunities for streamlined approaches and promote best practices and innovations. Desired outcomes of the PSA Office’s work include reduced administrative and recipient burden, improved efficiencies, and optimized program outcomes.

Project Description:
A training opportunity is currently available in the National Center for State, Tribal, Local, and Territorial Public Health Infrastructure and Workforce (PHIC) within the Program Strategy and Accountability (PSA) Office at the Centers for Disease Control and Prevention (CDC). Major priorities for the PSA Office include setting up a new CDC-wide Grants Governance Board, coordinating strategic planning efforts for the Center and coordinating program strategy, and aligning activities across the Center and with other relevant programs across the CDC.

Under the guidance of the mentor in the PSA Office, the fellow will contribute to developing an evaluation framework, approach, and metrics for the work of the newly established Grants Governance Board. The fellow will also play a key role in developing and monitoring efforts related to the strategic plans of the Center, divisions, and offices. In addition, the fellow will contribute to other Center-wide evaluation, data, measurement, and monitoring efforts.

This fellowship will offer the opportunity to learn about and obtain hands-on experience in the following activities:
- Collaborate to develop an evaluation framework, approach, and metrics for the newly established CDC Grants Governance Board.
- Plan and implement qualitative or quantitative data collection and analysis.
- Collaborate to plan and implement monitoring and measurement activities of the strategic plan, including identification of key metrics and tracking toward progress of those metrics.
- Synthesize and align information and data to address key questions.
- Strategize to prioritize and design best-fit approaches to evaluating the changes and systems improvements that occur as a result of PSA Office efforts.
- Explore methods to visualize data in ways that resonate with intended users.
- Develop a brief and other dissemination products (e.g., presentation, translation products, etc.) summarizing evaluation results and findings.
- Contribute to Center and CDC-wide accountability, evaluation and measurement initiatives and priorities.

Expected Benefits:
Expected benefits for the fellow include in-depth knowledge of the CDC grants management lifecycle, including systems support, as well as insight into and assistance with ensuring the success and alignment of the CDC's largest infrastructure investment. The PHIC will benefit from the fellow's education and knowledge of methods for evaluation, program analysis, and communication.
Training offered to the fellow may include CDC University training related to Project Management, Program Management, Program Evaluation, and Policy Analysis.

Travel may include:
- Travel to host office for a program-related project, such as Grants Governance Board meeting and Center strategic planning sessions.
- Travel for work on a host-site-related project (e.g., recipient site visit)
- Conference & public health meetings attendance, as appropriate

**Required and/or Desired Skills and Knowledge:**
- Masters Degree from CEPH-accredited, ASPPH-member school/program of public health.
- The ideal candidate has demonstrated experience managing applied research studies or program evaluations in a dynamic operating context.
- Experience or familiarity with collaborative approaches is desired as the candidate will be collaborating across multi-disciplinary teams.
- Preferred skills:
  - Subject matter expertise or strong interest in gaining experience in systems, improvements, organizational efficiencies, public health infrastructure, or related areas.
  - Experience in program evaluation.
  - Training or experience with quantitative and qualitative data analysis and evaluation methods.
  - Strong ability to apply data analysis principles across data types (e.g., primary and secondary data).
  - Strong communication, strategic thinking, and interpersonal skills.
  - Strong written and oral communication skills.
  - Ability to collaborate with other scientific and professional staff.
Position # Y2-24-IPC-01

CIO and Location:
National Center for Injury Prevention and Control (NCIPC)
Atlanta, GA
Remote option available

Track:
Overdose Prevention

Project Title:
Program development fellow to improve public health and public safety partnerships and other interventions to prevent overdose and reduce substance use-related harms.

Purpose and Mission of Sponsoring CIO/program:
The mission of CDC’s National Center for Injury Prevention and Control, “CDC’s Injury Center,” is to prevent violence and injuries through science and action.

Many types of injury and violence are urgent and interrelated. NCIPC’s priorities include preventing adverse childhood experiences, overdose, and suicide. When we prevent any one of these issues, we decrease the risk of others now and for the next generation.

NCIPC’s Division of Overdose Prevention (DOP) works to prevent overdoses and substance use-related harms. DOP’s strategic priorities include:
- Monitor, analyze, and communicate trends.
- Build state, tribal, local, and territorial capacity.
- Support providers, health systems, payors, and employers.
- Partner with public safety and community organizations.
- Raise public awareness and reduce stigma.

DOP’s work is guided by the following principles:
- Promote health equity
- Address underlying factors
- Partner broadly
- Take evidence-based action
- Advance science
- Drive innovation

Project Description:
The fellow will help develop and disseminate tools and resources that support the use and evaluation of overdose prevention strategies for justice-involved populations and other disproportionately affected groups, with an emphasis on strategies grounded in health equity, anti-stigma, and harm reduction.

The fellow will provide technical assistance and support to public health and public safety partnerships at federal, state, and local levels to help them strengthen and improve efforts to reduce overdose.

The fellow will support multidisciplinary data collection and analysis and manuscript writing on priority topics for public health and public safety audiences

Expected Benefits:
Expected benefits for the fellowship include:
- NCIPC/DOP, public health and public safety agencies, and the general public will benefit from tools and resources that support the use and evaluation of overdose prevention strategies for justice-involved populations and from data collected on related priority topics.
• Public health and public safety partners will benefit from technical assistance to strengthen and improve their efforts to reduce overdose.
• The fellow will gain skills, knowledge, and experience with on-the-ground and rapidly unfolding strategies for prevention of overdose, and comprehensive knowledge of challenges faced by practitioners in this field.
• The fellow will gain orientation to this prevention field.
• The fellow will gain exposure to public health and public safety leaders in the field of overdose prevention and harm reduction.

**Required and/or Desired Skills and Knowledge:**
• Masters Degree from CEPH-accredited, ASPPH-member school/program of public health.
• Strong writing skills.
• Self-motivated.
• Skills and ability to organize and synthesize information and conduct mixed-methods data analysis.
• Experience and/or skills in effective communication with colleagues.