Opportunity Title: CDC Data Management Fellowship
Opportunity Reference Code: CDC-NCEZID-DFWED-2022-0294

Organization	Centers for Disease Control and Prevention (CDC)
Reference Code	CDC-NCEZID-DFWED-2022-0294

How to Apply

Connect with ORISE...on the GO! Download the new ORISE GO mobile app in the Apple App Store or Google Play Store to help you stay engaged, connected, and informed during your ORISE experience and beyond!

A complete application consists of:

- An application
- Transcripts – Click here for detailed information about acceptable transcripts
- A current resume/CV, including academic history, employment history, relevant experiences, and publication list
- One educational or professional recommendation. Your application will be considered incomplete, and will not be reviewed until one recommendation is submitted.

All documents must be in English or include an official English translation.

Application Deadline

10/3/2022 3:00:00 PM Eastern Time Zone

Description

*Applications will be reviewed on a rolling basis.

<u>**CDC Office and Location:**</u> Two research opportunities are currently available in the Surveillance, Information Management, and Statistics Office (SIMSO) in the Division of Foodborne, Waterborne, and Environmental Diseases (DFWED) within the National Center for Emerging and Zoonotic Infectious Diseases (NCEZID) at the Centers for Disease Control and Prevention (CDC) in Atlanta, Georgia. SIMSO provides critical coordination and oversight of division-wide Surveillance and Information Management (SIM) activities.

The Centers for Disease Control and Prevention (CDC) is one of the major operation components of the Department of Health and Human Services. CDC works to protect America from health, safety and security threats, both foreign and in the U.S. Whether diseases start at home or abroad, are chronic or acute, curable or preventable, human error or deliberate attack, CDC fights disease and supports communities and citizens to do the same.

<u>**Research Project:**</u> During the fellowship, the individual will:

- Learn about DFWED surveillance systems and informatics.
- Assist in the planning, construction, and maintenance of databases for data storage, manipulation, and retrieval.
- Assist in data transmission from end user to final database inclusion, inclusive of Application Programming Interfaces (APIs).
- Perform data entry through manual hand entry or bulk upload on select datasets.
- Run, modify and/or develop new programs and/or analyses to maintain and clean files, and perform data report and visualization routines using modern technology and collaborative code sharing
- Learn how to analyze and develop file structures and organization.
- Participate in establishing data elements, definitions, codes, and standards; coordinate the development and promote the use of the data dictionary and user's adherence to conventions and standards.
- Learn to develop and administer quality control, data verification/validation processes, and performs file conversion and consolidation, testing and maintenance, and subset backup requirements through automated processes.
- Ensure integration of security and data modernization policies, principles and practices in the delivery of data management services.
- Collaborate on the production and maintenance of instructional literature, documentation, and user guides; participates in development of database standards, metadata creation, policy, procedures, and guidance.

- Participate in technical assistance and training; including learning how to create educational and training materials for internal and external partners; and evaluates activities, with the intended goal of continuous quality improvement for targeted educational and training materials.

Learning Objectives: As a result of this training, the participant will improve their skills and abilities related to surveillance, information management, informatics, data management, data modernization, and data sharing.

Mentor(s): The mentor for this opportunity is Lyndsay Bottichio (xmm8@cdc.gov). If you have questions about the nature of the research please contact the mentor(s).

Anticipated Appointment Start Date: September 1, 2022. Start date is flexible and will depend on a variety of factors.

Appointment Length: The appointment will initially be for one year, but may be renewed upon recommendation of CDC and is contingent on the availability of funds.

Level of Participation: The appointment is full-time.

Participant Stipend: The participant will receive a monthly stipend commensurate with educational level and experience.

Citizenship Requirements: This opportunity is available to U.S. citizens, Lawful Permanent Residents (LPR), and foreign nationals. Non-U.S. citizen applicants should refer to the Guidelines for Non-U.S. Citizens Details page of the program website for information about the valid immigration statuses that are acceptable for program participation.

ORISE Information: This program, administered by ORAU through its contract with the U.S. Department of Energy (DOE) to manage the Oak Ridge Institute for Science and Education (ORISE), was established through an interagency agreement between DOE and CDC. Participants do not become employees of CDC, DOE or the program administrator, and there are no employment-related benefits. Proof of health insurance is required for participation in this program. Health insurance can be obtained through ORISE.

The successful applicant(s) will be required to comply with Environmental, Safety and Health (ES&H) requirements of the hosting facility, including but not limited to, COVID-19 requirements (e.g. facial covering, physical distancing, testing, vaccination).

Questions: Please visit our Program Website. After reading, if you have additional questions about the application process please email ORISE.CDC.NCEZID@orau.org and include the reference code for this opportunity.

Qualifications

The qualified candidate should have received a bachelor's or master's degree in one of the relevant fields (e.g. (Data Science, Informatics, Computer Science, Public Health), or be currently pursuing one of the degrees with completion by the appointment start date. Most recent degree must have been received within the past five years.

Preferred skills:

1. Strong coding and analytic skills, including proficiency in R and/or Python.
2. Strong communication skills, including experience preparing documents, presentations, and other written products.
3. Excellent time management and organizational skills and the ability to comfortably multi-task.

Eligibility Requirements

- **Degree:** Bachelor's Degree or Master's Degree received within the last 60 months or currently pursuing.
- **Discipline(s):**
  - **Computer, Information, and Data Sciences** (17 👁)

- **Engineering** (2 👁)
- **Life Health and Medical Sciences** (48 👁)
- **Mathematics and Statistics** (11 👁)

Affirmation   I certify that I have not previously been employed by CDC or by a contractor working directly for CDC. I understand that CDC does not permit individuals with a prior employment relationship with CDC or its contractors to participate as trainees in the ORISE program. (Exceptions may be granted for individuals who, since the previous CDC employment, have obtained a new STEM degree which necessitates training in a new field.)