

Opportunity Title: CDC Public Health Analyzing for PRTB Program Development
Team

Opportunity Reference Code: CDC-NCCDPHP-2024-0203

Organization Centers for Disease Control and Prevention (CDC)

Reference Code CDC-NCCDPHP-2024-0203

How to Apply *To submit your application, scroll to the bottom of this opportunity and click **APPLY**.*

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.

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Application Deadline 11/28/2024 3:00:00 PM Eastern Time Zone

Description ***Applications will be reviewed on a rolling-basis.**

CDC Office and Location: A research opportunity is available in The National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP), Division of Population Health (DPH), Prevention Research and Translation Branch (PRTB) within the Centers for Disease Control and Prevention (CDC) located in Atlanta, Georgia.

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. CDC's Division of Population Health provides scientific leadership and expertise to prevent costly chronic diseases and improve health across the life span.

PRTB provides leadership, oversight, and grant management for Prevention Research Centers (PRC) Program, the Closing the Gap: Social Determinant of Health (SDOH) Accelerator Grant Program, and CDC's Workplace Health Program. The PRC Program provides leadership, oversight, and technical assistance to a network of 20 Prevention Research Centers (PRCs) who conduct innovative public health prevention research using a community engagement approach. The CDC Workplace Health Program provides leadership to improve the health, safety, and well-being of employees through science-based workplace health promotion

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programs. The SDOH Accelerator Grant program funds state, local, tribal, and territorial jurisdictions to develop multi-sector action plans to accelerate actions that will lead to improved chronic disease outcomes among persons experiencing health disparities and inequities.

Research Project: Under the guidance of a mentor, the fellow will learn to provide support in data management and analysis for projects involving tracking, reporting, and program monitoring.

Learning Objectives:

- Collaborate to design, develop, and/or support existing tools used for technical assistance and program monitoring, data collection, entry, cleaning, and extraction, as well as visualization, tracking, reporting for example excel spreadsheets and reports
- Collaborate to analyze, interpret, extract, and evaluate data collected by designing and implementing data visualization tools to automatically display the data and pull reports.
- Collaborate on the collection, entry, and organization of data using the most effective methods into the designated data collection system.
- Collaborate and review annual conference websites and learn to identify opportunities for collaborative abstract/presentations of PRC research findings.
- Collaborate to create communications for review to internal and external partners.
- Collaborate to conduct quality control procedures and update existing or learn how to create new standard operating procedures
- Collaboratively draft at least one abstract for presentation at the annual CDC ORISE Fellows Collective Conference and if accepted, presenting at the conference. It is important to note that all products, including abstracts, will undergo an internal and official CDC clearance process to ensure compliance with policies and standards. This conference provides a valuable platform for sharing research findings and contributing to the collective knowledge and advancements in public health.
- Maintaining and improving data management processes.
- Problem-solving to optimize data collection, data management, and data analysis.
- Summarizing research findings in written reports and presentations.

Mentor(s): The mentor for this opportunity is Antwuanette Daniel (nty3@cdc.gov). If you have questions about the nature of the research please contact the mentor(s).

Anticipated Appointment Start Date: December 30, 2024. 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.

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Participant Stipend: Stipend rates may vary based on numerous factors, including opportunity, location, education, and experience. If you are interviewed, you can inquire about the exact stipend rate at that time and if selected, your appointment offer will include the monthly stipend rate.

Citizenship Requirements: This opportunity is available to U.S. citizens only.

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.NCCDPHP@ornl.gov and include the reference code for this opportunity.

Qualifications The qualified candidate should have received or be currently pursuing a master's or doctoral degree in the one of the relevant fields. Degree must have been received within the past five years or anticipated to be received by 12/30/2024.

Preferred skills:

- Proficient use of MS Office products (i.e., Outlook, Teams, Word, Excel, relational Access databases, Publisher, PowerPoint) and document sharing platforms (i.e., Teams, SharePoint).
- Experience with data dashboard and desktop design platforms (i.e., MS Power Business Intelligence), document design software (i.e., Adobe InDesign) and other remote collaboration tools is helpful.
- Excellent writing skills, experience preparing and submitting abstracts, or has an interest in developing those skills.

Eligibility Requirements

- **Citizenship:** U.S. Citizen Only
- **Degree:** Master's Degree or Doctoral Degree received within the last 60 months or anticipated to be received by 12/30/2024 12:00:00 AM.
- **Discipline(s):**
 - **Communications and Graphics Design** (1 )
 - **Computer, Information, and Data Sciences** (1 )
 - **Life Health and Medical Sciences** (1 )
 - **Mathematics and Statistics** (2 )

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- **Social and Behavioral Sciences** ([1](#) )

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.)