

Opportunity Title: Social Media and Project Management Fellowship - HHS

Opportunity Reference Code: HHS-OASH-2017-0042

Organization U.S. Department of Health and Human Services (HHS)

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How to 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
- Two educational or professional references

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

If you have questions, send an email to HHSrpp@orau.org. Please include the reference code for this opportunity in your email.

Description A fellowship opportunity is currently available in the Division of Education and Integrity (DEI) within the Office of Research Integrity (ORI) of the Office of the Secretary (OS), Office of the Assistant Secretary for Health (OASH) at the U.S. Department of Health and Human Services (DHHS) in Rockville, Maryland.

ORI promotes integrity in biomedical and behavioral research supported by the U.S. Public Health Service (PHS) at more than 5,000 institutions worldwide. DEI manages statements submitted by PHS-funded institutions assuring that they have in place policies and procedures for handling allegations of research misconduct, reviews those institutional policies and procedures, prepares guidance to institutions for fostering responsible conduct of research, develops educational resources and programs to help institutions foster environments of research integrity, funds research on research integrity, and communicates information about research integrity through the ORI website, the ORI newsletter, the ORI annual report and various social media.

The objective of the Fellowship is to develop skills that will help the participant advance in their professional goals. Under the guidance of a mentor, the selected participant(s) will develop several skills for communications, project management, evaluations, and other skills that can be applied to a broad range of careers.

The fellow may have the opportunity to be involved in the following opportunities:

- Developing, implementing, reviewing and editing online and social media content to interact with the research community. ORI currently uses Twitter, YouTube, and a blog for social media. The participant may be asked to develop social media plans for new social media platforms such as Facebook or Instagram;
- Supporting the development of promotional materials and outreach activities for stakeholders;

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- Managing projects to develop multimedia education products (such as videos and infographics) based on adult learning models;
- Participating in the planning, implementation, and evaluation of ORI-sponsored conferences and workshops;
- Assisting with the design and implementation of formative, usability and evaluation research;
- Supporting the collaborative development of briefs and white papers, reports and peer-reviewed research articles based upon DEI activities;
- Learning and contributing to the development of a variety of educational resources for researchers, research administrators, research integrity officers, institutional legal counsel, institutional review board (IRB) members from national and international institutions; and,
- Developing targeted presentations of division products and services to relevant members of the research and health community;

This program, administered by ORAU through its contract with the U.S. Department of Energy to manage the Oak Ridge Institute for Science and Education, was established through an interagency agreement between DOE and HHS. The initial appointment is for one year, but may be renewed upon recommendation of HHS contingent on the availability of funds. The participant will receive a monthly stipend commensurate with educational level and experience. Proof of health insurance is required for participation in this program. The appointment is full-time at HHS in the Rockville, Maryland area. Participants do not become employees of HHS, DOE or the program administrator, and there are no employment-related benefits.

Qualifications • A Master's degree in communications, health communications, public health, public policy, education, English or a related field received within the last five years.

Eligibility • **Degree:** Master's Degree received within the last 60 month(s).

Requirements • **Discipline(s):**

- **Chemistry and Materials Sciences** ([12](#))
- **Communications and Graphics Design** ([4](#))
- **Environmental and Marine Sciences** ([1](#))
- **Life Health and Medical Sciences** ([45](#))
- **Other Non-Science & Engineering** ([7](#))
- **Social and Behavioral Sciences** ([28](#))