

**Opportunity Title:** CDC Incident Response Training Materials Fellowship

**Opportunity Reference Code:** CDC-CPR-2019-0095

**Organization** Centers for Disease Control and Prevention (CDC)

**Reference Code** CDC-CPR-2019-0095

**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
- 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.

If you have questions, send an email to [ORISE.CDC.CPR@orau.org](mailto:ORISE.CDC.CPR@orau.org). Please include the reference code for this opportunity in your email.

**Application Deadline** 5/31/2019 3:00:00 PM Eastern Time Zone

**Description** A research opportunity is available with the Plans, Training, Exercise, and Evaluation Branch (PTEE), Division of Emergency Operations within the Center for Preparedness and Response (CPR) at the Centers for Disease Control and Prevention (CDC) in Atlanta, Georgia.

The Incident Manager Training and Development Program (IMTDP) is an agency-wide program that strengthens the Centers for Disease Control and Prevention's response leadership capacity by preparing CDC leaders to lead in a public health emergency. As such, IMTDP trains a cadre of response leaders on an annual basis and will expand its curriculum to other critical response leader roles.

Under the guidance of a mentor, the participant will assist in the design, development, vetting, and evaluation of education and learning material for role-specific training. This fellowship will offer the opportunity to learn about and obtain hands-on experience in the following activities:

- Conduct content research as part of the curriculum development process. Review and analyze relevant data and communicate findings to multiple audiences, including senior leadership.
- Design and develop curriculum in collaboration with subject matter experts (SMEs). Develop and tailor existing IMTDP learning products (e.g., case study, presentation slides, applied learning activities, handouts, worksheets).
- Identify user needs, analyze and logically organize technical information, and transform complex bodies of information into professionally designed, engaging, and effective educational material.
- Analyze content, job tasks, and learning environment to identify appropriate instructional strategies and define learning objectives
- Ability to collaborate with SME's at a high and strategic level and drive the development of experiential training methods.
- Guide and evaluate the effectiveness of education and training material, Synthesize large amount of qualitative data to write summary reports with actionable recommendations.
- Support IMTDP with development of articles, presentations, and scientific publications.

**\*Although the application deadline is May 10, 2019, applications will be reviewed on a rolling-basis.**

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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 CDC. The initial appointment can be up to one year, but may be renewed upon recommendation of CDC 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 CDC in the Atlanta, Georgia, area. Participants do not become employees of CDC, DOE or the program administrator, and there are no employment-related benefits.

**Qualifications** The qualified candidate should be currently pursuing or have received a bachelor's, master's or doctoral degree in one of the relevant fields. Degree must have been received within five years of the appointment start date.

Preferred skills:

- Experience applying adult learning theory to develop education and learning materials is strongly preferred
- Experience in or knowledge of issues in public health preparedness and response
- Strong oral and written communication to various audiences
- Ability to synthesize information into key messages
- Literature review experience
- Strong proficiency with Microsoft Office products (Word, PPT, Excel)

**Eligibility Requirements**

- **Degree:** Bachelor's Degree, Master's Degree, or Doctoral Degree received within the last 60 months or currently pursuing.
- **Discipline(s):**
  - **Communications and Graphics Design** ([2](#))
  - **Environmental and Marine Sciences** ([1](#))
  - **Life Health and Medical Sciences** ([45](#))
  - **Other Non-Science & Engineering** ([5](#))
  - **Social and Behavioral Sciences** ([28](#))