Opportunity Title: Health Scientist Fellowship - CDC
Opportunity Reference Code: CDC-OADS-2016-0010

Organization	Centers for Disease Control and Prevention (CDC)
Reference Code	CDC-OADS-2016-0010
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 CDCrpp@orau.org. Please include the reference code for this opportunity in your email.
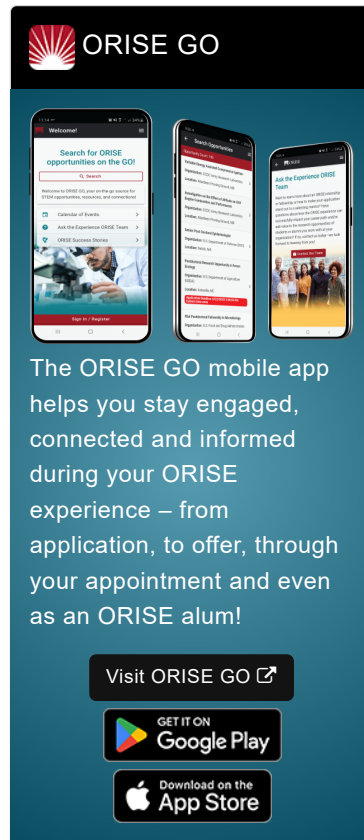
Description

A research opportunity is available in the Office of Scientific Integrity (OSI), Science Services Support Project (S3P) at the Centers for Disease Control and Prevention (CDC), in Atlanta, Georgia.

S3P is charged with streamlining compliance processes, and with the processing and tracking of Institutional Review Board protocols, Information Collection requests related to the Paperwork Reduction Act, and Confidentiality protection applications.

The fellow will assist the S3P Resource Center (RC) and Organization Change Management (OCM) team as it helps users process requests/projects within the S3P solution. The S3P RC serves as a helpdesk and a key source of information for supporting scientific regulatory functions and requirements for CDC users of the S3P solution, and the OCM team is responsible for communication and training.

Activities may include the following:

- Provide scientific advice, consultation to S3P customers as a member of the RC and OCM team.
- Provide support to users of the S3P solution by sharing information, researching inquiries, and resolving user issues.
- Assist program staff to support skill development.
- Assist with developing communication materials, training materials, and videos.
- Assist in the implementation of standard operating procedures (SOPs) necessary for the RC to function and assist OCM in the delivery of S3P training.
- Serve as a resource to OADS and CIO contacts learning how to use S3P.
- Plan, apply, and evaluate various communication science and marketing techniques to achieve optimal results and promote achievement of S3P business needs.

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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 is for 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 or the program administrator, and there are no fringe benefits paid.

Qualifications

- MS, MPH, or PhD in in the sciences or public health earned within the last five years.
- Experience supporting and training users on information systems/solutions.
- Knowledge of oral communication techniques to serve as a S3P representative and provide customer support.
- Knowledge of data collection or information collection requests, protocol development, and scientific writing.
- Preferred experience with Institutional Review Board protocols, Information Collection Requests related to the Paperwork Reduction Act, and/or Confidentiality protection applications.

Point of Contact Michele

Eligibility Requirements

- **Degree:** Master's Degree or Doctoral Degree received within the last 60 month(s).
- **Discipline(s):**
  - **Environmental and Marine Sciences** (1 👁)
  - **Life Health and Medical Sciences** (45 👁)